



EVERETT

WASHINGTON

Everett City Council Preliminary Agenda 6:30 p.m., Wednesday, October 2, 2024 City Council Chambers

Roll Call

Pledge Of Allegiance

Land Acknowledgment

Approval Of Minutes: September 25, 2024

Mayor's Comments

Public Comment

Council Comments/Liaison Reports

Administration Update

City Attorney

CONSENT ITEMS:

(1) Adopt Resolution Authorizing Claims Against The City Of Everett In The Amount Of \$3,346,198.39 For The Period Ending September 14, 2024 Through September 20, 2024.

Documents:

[RES CLAIMS PAYABLE SEP 14, 2024 - SEP 20, 2024.PDF](#)

(2) Adopt Resolution Authorizing Electronic Transfer Claims Against The City Of Everett In The Amount Of \$10,377,753.98 For The Period Of August 1 Through August 31, 2024.

Documents:

[EFT COUNCIL RESOLUTION 2024-8.PDF](#)

(3) Authorize The Mayor To Sign The AWC Grant Agreement For Staffing Support.

Documents:

[AWC GRANT FOR ALTERNATIVE RESPONSE.PDF](#)

(4) Approve Contract Change Order No. 2 To The Construction Contract With IMCO General Construction, Inc. For The Water Filter Plant Emergency Generator Replacement Project In The Amount Of \$289,746.21 For A Revised Total Amount Not To Exceed \$5,721,090.09.

Documents:

IMCO-WFP GENERATOR PROJECT-CHANGE ORDER NO. 2.PDF

(5) Authorize The Mayor To Sign A Professional Services Agreement With 2812 Architecture To Provide Architectural And Engineering Services For The Public Works Service Center No. 4 And Annex 1 Roofing Replacement Project In An Amount Not To Exceed \$30,300.

Documents:

[PUBLIC WORKS SERVICE CENTER NO. 4 AND ANNEX 1 ROOFING REPLACEMENT PSA.PDF](#)

(6) Authorize The Release Of Invitation For Bid #2024-124 Water Treatment Chemicals As Substantially Provided.

Documents:

[WATER TREATMENT CHEMICALS INVITATION FOR BID.PDF](#)

COUNCIL BRIEFING AGENDA: (These Items Come Before The City Council Serving As A Council Committee Of The Whole And Are Likely To Be Scheduled At A Future Meeting.)

BRIEFINGS:

(7) US Department Of Housing And Urban Development Pathways To Removing Obstacles To Housing Grant.

Documents:

[PRO HOUSING GRANT APPLICATION.PDF](#)
[10.2.24 PRO HOUSING BRIEFING PRES.PDF](#)

(8) 2025 Proposed Budget Revenue

Documents:

[2025 BUDGET REVENUE.PDF](#)
[10.2.24 BUDGET REVENUE PRES.PDF](#)

Executive Session

Adjourn

PARTICIPATION IN REMOTE COUNCIL MEETINGS

- Call in to listen to the Council meetings: 425.616.3920, conference ID: 724 887 726#
- Participate remotely via Zoom by registering to speak at everettwa.gov/speakerform. You must register no later than 30 minutes prior to the meeting. Or contact Angela Ely at 425.257.8703 or aely@everettwa.gov and identify the topic you wish to address.
- Provide written public comments by email to Council@everettwa.gov or mail to 2930 Wetmore Avenue, Suite 9A, Everett, WA 98201. Emailing comments 24 hours prior to the meeting will ensure your comment is distributed to councilmembers and appropriate staff.
- Persons seeking to comment on non-agenda items may be asked to submit the comments in writing if the comment does not address an issue of broad public interest.

AGENDAS, BROADCAST AND RECORDINGS

- The Council agendas and meeting recordings can be found, in their entirety, at everettwa.gov/citycouncil.
- The Council meetings are broadcast on government-access cable Comcast Channel 21 and Frontier Channel 29. They are rebroadcast on Monday and Tuesday at noon; Thursday at 2 p.m. and 7 p.m.; Friday and Sunday at 7 p.m.; Saturday at 10 a.m.
- Watch live meetings and recordings at [YouTube.com/EverettCity](https://www.youtube.com/EverettCity).

CONTACT THE COUNCIL

If you do not wish to participate in the meeting, we provide these other methods of contacting your elected officials: Email the Council at Council@everettwa.gov.

- Call the Council offices at 425.257.8703
- You may call in just to listen to the meeting: 425.616.3920, conference ID 724 887 726#

The City of Everett does not discriminate on the basis of disability in the admission or access to, or treatment in, its programs or activities. Requests for assistance or accommodations can be arranged by contacting the Everett City Council Office at 425.257.8703. For additional information, please visit our website at <https://www.everettwa.gov/3129/American-Disabilities-Act-ADA-and-Title->.

RESOLUTION NO. _____

Be it Resolved by the City Council of the City of Everett:

Whereas the claims payable by check against the City of Everett for the period Sep 14, 2024 through Sep 20, 2024, having been audited and approved by the proper officers, have been paid and the disbursements made by the same, against the proper funds in payment thereof, as follows:

<u>Fund</u>	<u>Department</u>	<u>Amount</u>	<u>Fund</u>	<u>Department</u>	<u>Amount</u>
001	City Council	795.09	101	Parks & Recreation	18,328.24
002	General Government	14,286.56	110	Library	22,395.36
003	Legal	116,024.69	112	Community Theater	2,200.00
004	Administration	131.84	120	Public Works-Streets	18,993.55
005	Municipal Court	1,191.26	138	Hotel/Motel Tax	15,845.13
007	Human Resources	720.54	145	Real Property Acquisition	52,511.78
009	Misc Financial Funds	44,785.68	146	Property Management	19,640.29
010	Finance	1,360.43	152	Cum Reserve-Library	1,052.99
015	Information Technology	81.00	153	Emergency Medical Service:	243.79
018	Communications, Mktg & Engag	658.83	155	Capital Reserve Fund	48,920.45
021	Planning & Community Develop	16,577.35	156	Criminal Justice	122,266.67
024	Public Works-Engineering	35,791.53	162	Capital Projects Reserve	16,035.51
026	Animal Shelter	1,446.84	197	CHIP Loan Program	104.72
030	Emergency Management	7,988.47	336	Water & Sewer Sys Improv I	1,410,292.70
031	Police	31,418.52	342	City Facilities Construction	91,445.36
032	Fire	2,552.99	354	Parks Capital Construction	26,657.24
038	Facilities/Maintenance	799.81	401	Public Works-Utilities	684,124.31
	TOTAL GENERAL FUND	\$ 276,611.43	402	Solid Waste Utility	39,534.91
			425	Public Works-Transit	149,601.36
			430	Everpark Garage	417.84
			440	Golf	140,788.14
			501	MVD-Transportation Service	41,815.71
			503	Self-Insurance	1,254.80
			505	Computer Reserve	120,289.45
			508	Health Benefits Reserve	9,037.50
			637	Police Pension	12,925.46
			638	Fire Pension	2,863.70
			TOTAL CLAIMS	\$ 3,346,198.39	

Councilperson introducing Resolution

Passed and approved this _____ day of _____, 2024

Council President

RESOLUTION NO. _____

Be it Resolved by the City Council of the City of Everett:

That the claims made by electronic transfer against the City of Everett for the month August 1 through August 31 2024, having been audited, be and the same are hereby approved, and the proper officers are hereby authorized and directed to charge claims made by electronic transfer against the proper funds in payment thereof, as follows:

<u>Fund</u>	<u>Department</u>	<u>Amount</u>
002	General Fund	288,306.12
101	Park	45,872.03
110	Library	8,378.71
112	Community Theater	2,594.86
119	Public Works - Street Imp	681.79
120	Streets	8,052.79
126	Moter Vehicle/Equip Repl	1,168.33
146	Parking Lot Reserve	607.84
148	Municipal Art Fund	251.65
151	Animal Reserve	21,921.42
152	Library Reserve	621.83
153	EMS	22,840.05
155	Gen Gov Spec Proj	1,761.72
156	Criminal Justice	24,601.42
162	Capital Rreserve	9,991.90
197	CHIP	1,518.52
198	CDBG	14.70
354	Parks Capital Construction	38.44
401	Utilities	429,071.65
402	Solid Waste Utility	1,043.91
425	Transit	63,981.02
430	Everpark Garage	2,212.09
440	Golf	263,186.11
501	Transportation Services	131,593.57
503	Self-Insurance Fund	266,818.94
505	Computer Reserve Fund	3,467.30
507	Telecom	25,424.88
508	Health Benefits Reserve	2,105,326.99
637	Police Pension	110,854.55
638	Fire Pension	128,397.49
661	Payroll Withholding	6,402,481.54
670	Custodial Funds	4,669.82
TOTAL CLAIMS		
BY ELECTRONIC TRANSFER		10,377,753.98

Councilmember Introducing Resolution

Passed and approved this ____ day of _____, 2024

Council President



City Council Agenda Item Cover Sheet

Project title: Association of Washington Cities Alternative Response Team Grant 2024 - 2025

Council Bill # *interoffice use*

Agenda dates requested:

Briefing
Proposed action
Consent 09/11/24
Action
Ordinance
Public hearing
Yes ☒ No ☒

Budget amendment:

X Yes No

PowerPoint presentation:

Yes ☒ No ☒

Attachments:

AWC Grant Agreement

Department(s) involved:

Community Development

Contact person:

Julie Willie
Kembra Landry

Phone number:

425-257-7155

Email:

jwillie@everettwa.gov
klandry@everettwa.gov

Initialed by:

JW

Department head

Administration

Council President

Project: Alternative Response Team Grant for Staff Support

Partner/Supplier: Association of Washington Cities (AWC)

Location: N/A

Preceding action: N/A

Fund: 021/CPED, 155/Gen Government Special Projects

Fiscal summary statement:

The Association of Washington Cities has awarded the City of Everett \$56,000 to support staffing expenses for the Community Development Community Support team.

Funds will be expended out of Fund 021 (Community, Planning and Economic Development) and revenue captured under Fund 155 (General Government Special Projects).

Project summary statement:

The Association of Washington Cities (AWC) has awarded the City of Everett \$56,000 to help support the development of an Alternative Response Team (ART). The receipt of these funds will help to offset the expenditures of salary and benefits for the Community Support Supervisor, who reports to the Community Support Manager and oversees the Community Support Team that consists of embedded social workers and case managers who provide behavioral health support to Everett residents.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign the AWC Grant Agreement for staffing support.

**Association of Washington Cities
Grant (“Grant”) with**

City of Everett
through

The Alternative Response Team Grant.
A program funded through the Washington State Operating Budget

For

Jurisdiction name	City of Everett
Program description	Support the operation of a co-response team that provides services for the city’s fire department and library department.

Start date: July 1, 2024

End date: June 30, 2025

Association of Washington Cities (AWC)**Alternative Response Team Grant (ARTG)**

Senate Bill 5187, Section 215-69a went into effect on July 1, 2023. The purpose of this grant is to assist cities with the documented costs to create co-responder programs within different alternative diversion models including law enforcement assisted diversion programs, community assistance referral and education programs, and as part of mobile crisis teams. AWC has determined that entering into a Contract with City of Everett will meet the goals of these funds.

1. Grantee		2. Grantee doing business as (optional)	
3. Grantee representative		4. AWC representative Jacob Ewing Special Projects Coordinator (360) 753-4137 jacobe@awcnet.org 1076 Franklin Street SE Olympia, WA 98501	
5. Grant amount \$56,000	6. Start date July 1, 2024	7. End date June 30, 2025	8. Tax ID #
9. Grant purpose Establish an alternative response team program as described in Attachment A.			
AWC and the Grantee, as defined above, acknowledge and accept the terms of this Grant and attachments and have executed this Grant on the date below to start as of the date and year referenced above. The rights and obligations of both parties to this Grant are governed by this Grant and the following other documents incorporated by reference: Grantee General Terms and Conditions including Attachment "A" – Scope of Work; Attachment "B" – Budget & Budget Narrative; Attachment "C" – Grantee Data Collection; Attachment (D) – Grantee Agent(s).			
For grantee Date		For Association of Washington Cities Date	

Alternative Response Team Grant Grantee Funding Agreement

1. GRANT MANAGEMENT

The Representative for each of the parties shall be responsible for and shall be the Grant contact person for all communications and billings regarding the performance of this Grant.

The Representative for AWC and their contact information are identified on the Face Sheet of this Grant.

The Representative for the Grantee and their contact information are identified on the Face Sheet of this Grant.

2. TERM

The initial term of the Contract shall be July 1, 2024, and continue through June 30, 2025, unless terminated sooner as provided herein. The term of the contract may be extended by an amendment signed by both parties.

3. PAYMENT

AWC shall pay an amount not to exceed \$56,000 for the performance of all things necessary for or incidental to the performance of work as set forth in the ARTG Application and described in Attachment A. Grantee's compensation for services rendered shall be based on the completion of duties as outlined in the ARTG application, in Attachment A, in accordance with the following sections.

4. BILLING PROCEDURES AND PAYMENT

AWC will reimburse Grantee upon acceptance of services provided and receipt of properly completed invoices, which shall be submitted to the Representative for AWC not more often than monthly. Grantee will use the invoice form provided by AWC to request reimbursement.

The invoices shall describe and document, to AWC's satisfaction, a description of the work performed, the progress of the project, and fees. The invoice shall include the **Grant Number ART24-06**. A receipt must accompany any single expenses in the amount of \$50.00 or more in order to receive reimbursement.

If errors are found in the submitted invoice or supporting documents, AWC will notify the Grantee to make corrections in a timely manner, resubmit the invoice and/or supporting documentation as requested, and notify AWC.

Payment shall be considered timely if made by AWC within thirty (30) calendar days after receipt of properly completed invoices. Payment shall be sent to the address designated by the Grantee.

AWC may, in its sole discretion, terminate the Grant or withhold payments claimed by the Grantee for services rendered if the Grantee fails to satisfactorily comply with any term or condition of this Grant.

No payments in advance or in anticipation of services or supplies to be provided under this Grant shall be made by AWC.

Duplication of billed costs

The Grantee shall not bill AWC for services performed under this Grant, and AWC shall not pay the Grantee, if the Grantee is entitled to payment or has been or will be paid by any other source, including grants, for that service. This does not include fees charged for summer recreation programs.

Disallowed costs

The Grantee is responsible for any audit exceptions or disallowed costs incurred by its own organization or that of its Grantees.

Final reimbursement and reporting deadline

When the project is completed, the Grantee must submit a final report and supporting documents needed to close out the project no later than July 31, 2025.

AWC shall withhold 10 percent (10%) from each payment until acceptance by AWC of the final reporting from the Grantee has been submitted and verified.

Upon expiration of the Contract, any claims for payment for costs due and payable under this Contract that are incurred prior to the expiration date must be submitted by the Contractor to AWC within thirty (30)

Alternative Response Team Grant Grantee Funding Agreement

calendar days after the Contract expiration date. AWC is under no obligation to pay any claims that are submitted 31 or more calendar days after the Contract expiration date ("Belated Claims"). AWC will pay Belated Claims at its sole discretion, and any such potential payment is contingent upon the availability of funds.

5. GRANTEE DATA COLLECTION/REPORTING REQUIREMENTS

Grantee will submit reports, in a form and format to be provided by AWC (See Attachment C). Data must be provided to AWC along with final billing.

6. AGENT(S)

Agent(s) in this contract refers to any third-party entity and its employees that the Grantee has subcontracted with to provide services funded through this agreement. The Grantee is responsible for ensuring that any agent complies with the provision herein.

Any of the Grantee's agent(s) that will provide services under this contract must be listed in Attachment D – Grantee Agent(s) and must provide proof of insurance per Section 6 of this document.

7. INSURANCE

a. **Workers' compensation coverage.** The Grantee shall at all times comply with all applicable workers' compensation, occupational disease, and occupational health and safety laws, statutes, and regulations to the fullest extent applicable. This requirement includes the purchase of industrial insurance coverage for the Grantee's employees, as may now hereafter be required of an "employer" as defined in Title 51 RCW. Such workers' compensation and occupational disease requirements shall include coverage for all employees of the Grantee, and for all employees of any subcontract retained by the Grantee, suffering bodily injury (including death) by accident or disease, which arises out of or in connection with the performance of this Grant. Satisfaction of these requirements shall include, but shall not be limited to:

- i. Full participation in any required governmental occupational injury and/or disease insurance program, to the extent participation in such a program is mandatory in any jurisdiction;
- ii. Purchase workers' compensation and occupational disease insurance benefits to employees in full compliance with all applicable laws, statutes, and regulations, but only to the extent such coverage is not provided under mandatory governmental program in "a" above, and/or;
- iii. Maintenance of a legally permitted and governmentally approved program of self-insurance for workers' compensation and occupational disease.

Except to the extent prohibited by law, the program of the Grantee's compliance with workers' compensation and occupational disease laws, statutes, and regulations in 1), 2), and 3) above shall provide for a full waiver of rights of subrogation against AWC, its directors, officers, and employees.

If the Grantee, or any agent retained by the Grantee, fails to effect and maintain a program of compliance with applicable workers' compensation and occupational disease laws, statutes, and regulations and AWC incurs fines or is required by law to provide benefits to such employees, to obtain coverage for such employees, the Grantee will indemnify AWC for such fines, payment of benefits to Grantee or Grantee employees or their heirs or legal representatives, and/or the cost of effecting coverage on behalf of such employees. Any amount owed AWC by the Grantee pursuant to the indemnity may be deducted from any payments owed by AWC to the Grantee for the performance of this Grant.

b. **Automobile insurance.** In the event that services delivered pursuant to this Grant involve the use of vehicles, owned or operated by the Grantee, automobile liability insurance shall be required. The minimum limit for automobile liability is:

\$1,000,000 per accident, using a Combined Single Limit for bodily injury and property damage.

c. **Business automobile insurance.** In the event that services performed under this Grant involve the use of vehicles or the transportation of clients, automobile liability insurance shall be required. If Grantee-owned personal vehicles are used, a Business Automobile policy covering a minimum Code 2 "owned autos only" must be secured. If the Grantee's employees' vehicles are used, the Grantee must

Alternative Response Team Grant Grantee Funding Agreement

also include under the Business Automobile policy Code 9, coverage for “non-owned autos.” The minimum limits for automobile liability is:

\$1,000,000 per accident, using a Combined Single Limit for bodily injury and property damage.

- d. **Public liability insurance (General liability).** The Grantee shall at all times during the term of this Grant, at its cost and expense, carry and maintain general public liability insurance, including contractual liability, against claims for bodily injury, personal injury, death, or property damage occurring or arising out of services provided under this Grant. This insurance shall cover such claims as may be caused by any act, omission, or negligence of the Grantee or its officers, agents, representatives, assigns or servants. The limits of liability insurance, which may be increased from time to time as deemed necessary by AWC, with the approval of the Grantee (which shall not be unreasonably withheld), shall not be less than as follows:

Each occurrence	\$1,000,000
Products-completed operations limit	\$2,000,000
Personal and advertising injury limit	\$1,000,000
Fire damage limit (any one fire)	\$ 50,000

- e. **Local governments that participate in a self-insurance program.** Alternatively, Grantees may maintain a program of self-insurance or participate in a property/liability pool with adequate limits to comply with the Grant insurance requirements or as is customary to the contractor or Grantee’s business, operations/industry, and the performance of its respective obligations under this Grant.
- f. **Additional insured.** The Association of Washington Cities, shall be specifically named as an additional insured on all policies, including Public Liability and Business Automobile, except for liability insurance on privately-owned vehicles, and all policies shall be primary to any other valid and collectible insurance.

AWC may waive the requirement to be specially named as an additional insured on policies, including Public Liability and Business Automobile, provided that the Grantee provides: (1) a description of its self-insurance program, and (2) a certificate and/or letter of coverage that outlines coverage limits and deductibles. All self-insured risk management programs or self-insured/liability pools must comply with RCW 48.62, the requirements of the Office of Risk Management and Local Government Self Insurance Program, the Washington State Auditor’s reporting requirements and all related federal and state regulations. Grantees participating in a joint risk pool shall maintain sufficient documentation to support the aggregate claim liability information reported on the balance sheet. AWC, its agents, and employees need not be named as additional insured under a self-insured property/liability pool, if the pool is prohibited from naming third parties as additional insured.

- g. **Proof of insurance.** Certificates and or evidence satisfactory to the AWC confirming the existence, terms and conditions of all insurance required above shall be delivered to AWC within five (5) days of the Grantee’s receipt of Authorization to Proceed.
- h. **General insurance requirements.** Grantee shall, at all times during the term of the Grant and at its cost and expense, buy and maintain insurance of the types and amounts listed above. Failure to buy and maintain the required insurance may result in the termination of the Grant at AWC’s option. By requiring insurance herein, AWC does not represent that coverage and limits will be adequate to protect Grantee and such coverage and limits shall not limit Grantee’s liability under the indemnities and reimbursements granted to AWC in this Grant.

Grantee shall include all agents of the Grantee as insureds under all required insurance policies, or shall furnish proof of insurance and endorsements for each agent. Agent(s) must comply fully with all insurance requirements stated herein. Failure of agent(s) to comply with insurance requirements does not limit Grantee’s liability or responsibility.

8. ORDER OF PRECEDENCE

Alternative Response Team Grant Grantee Funding Agreement

In the event of an inconsistency in this Contract, the inconsistency shall be resolved by giving precedence in the following order:

- Applicable federal and state of Washington statutes and regulations
- Grant and Grantee General Terms and Conditions
- Attachment A – ARTG Application & Scope of Work
- Attachment B – Budget & Budget Narrative
- Attachment C – Grantee Reporting Requirements
- Attachment D – Grantee Agent(s)

GRANTEE GENERAL TERMS AND CONDITIONS

1. **Access to data.** In compliance with Chapter 39.26 RCW, the Grantee shall provide access to data generated under this Grant to AWC, and to the extent necessary to comply with RCW 39.26, the Joint Legislative Audit and Review Committee, and the State Auditor at no additional cost. This includes access to all information that supports the findings, conclusions, and recommendations of the Grantee's reports, including computer models and methodology for those models.
2. **Alterations and amendments.** This Grant may be amended only by mutual agreement of the parties in writing. Such amendments shall not be binding unless they are in writing and signed by personnel authorized to bind each of the parties.
3. **Americans with Disabilities Act (ADA) of 1990, Public Law 101-336, also referred to as the "ADA" 28 CFR Part 35.** In relation to this Grant, the Grantee must comply with the ADA, which provides comprehensive civil rights protection to individuals with disabilities in the areas of employment, public accommodations, state and local government services, and telecommunications.
4. **Assignment.** Neither this Grant, nor any claim arising under this Grant, shall be transferred or assigned by the Grantee without prior written consent of AWC.
5. **Assurances.** AWC and the Grantee agree that all activity pursuant to this Grant will be in accordance with all applicable current federal, state and local laws, rules and regulations.
6. **Attorney's fees.** In the event of litigation or other action brought to enforce contract terms, each party agrees to bear its own attorney's fees and costs.
7. **Budget revisions.** Any monetary amount budgeted by the terms of this Grant for various activities and line item objects of expenditure, as outlined in Attachment B – Budget & Budget Narrative, may be revised without prior written approval of AWC, so long as the revision is no more than ten percent (10%) of the original line item amount and the increase in an amount is offset by a decrease in one or more other amounts equal to or greater than the increase. All other budget revisions exceeding ten percent (10%) shall only be made with the prior written approval of AWC. Grantee will use the funding change request form provided by AWC to request these budget revisions.
8. **Certification regarding wage violations.** The Grantee certifies that within three (3) years prior to the date of execution of this Grant, Grantee has not been determined by a final and binding citation and notice of assessment issued by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction to have willfully violated, as defined in RCW 49.48.082, any provision of RCW chapters 49.46, 49.48, or 49.52.

The Grantee further certifies that it will remain in compliance with these requirements during the term of this Grant. Grantee will immediately notify AWC of any finding of a willful violation entered by the Washington Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction entered during the term of this Grant.

9. **Change in status.** In the event of substantive change in the legal status, organizational structure, or fiscal reporting responsibility of the Grantee, Grantee agrees to notify AWC of the change. Grantee shall provide notice as soon as practicable, but no later than thirty (30) days after such a change takes effect.
10. **Rights in data/ownership.** Grantee agree that all data and work products (collectively "Work Product") produced pursuant to the Scope of Work of this Agreement will be considered a work for hire under the U.S. Copyright Act, 17 U.S.C. §101 et seq, and will be owned by HCA. Grantee is hereby commissioned to create the Work Product. Work Product includes, but is not limited to, discoveries, formulae, ideas, improvements, inventions, methods, models, processes, techniques, findings, conclusions, recommendations, reports, designs, plans, diagrams, drawings, Software, databases, documents, pamphlets, advertisements, books, magazines, surveys, studies, computer programs, films, tapes, and/or

Alternative Response Team Grant Grantee Funding Agreement

sound reproductions, to the extent provided by law. Ownership includes the right to copyright, patent, register and the ability to transfer these rights and all information used to formulate such Work Product.

If for any reason the Work Product would not be considered a work for hire under applicable law, Grantee assigns and transfers to HCA, the entire right, title and interest in and to all rights in the Work Product and any registrations and copyright applications relating thereto and any renewals and extensions thereof.

Grantee will execute all documents and perform such other proper acts as HCA may deem necessary to secure for HCA the rights pursuant to this section.

Grantee will not use or in any manner disseminate any Work Product to any third party, or represent in any way Grantee ownership of any Work Product, without the prior written permission of HCA. Grantee will take all reasonable steps necessary to ensure that its agents, employees, or Subcontractors will not copy or disclose, transmit or perform any Work Product or any portion thereof, in any form, to any third party.

Material that is delivered under this Agreement, but that does not originate therefrom ("Preexisting Material"), must be transferred to HCA with a nonexclusive, royalty-free, irrevocable license to publish, translate, reproduce, deliver, perform, display, and dispose of such Preexisting Material, and to authorize others to do so. Grantee agrees to obtain, at its own expense, express written consent of the copyright holder for the inclusion of Preexisting Material. HCA will have the right to modify or remove any restrictive markings placed upon the Preexisting Material by Grantee.

Grantee must identify all Preexisting Material when it is delivered under this Agreement and must advise HCA of any and all known or potential infringements of publicity, privacy or of intellectual property affecting any Preexisting Material at the time of delivery of such Preexisting Material. Grantee must provide HCA with prompt written notice of each notice or claim of copyright infringement or infringement of other intellectual property right worldwide received by Grantee with respect to any Preexisting Material delivered under this Agreement.

- 11. Covenant against contingent fees.** The Grantee warrants that no person or selling agent has been employed or retained to solicit or secure this Grant upon an agreement or understanding for a commission, percentage, brokerage or contingent fee, excepting bona fide employees or bona fide established agent maintained by the Grantee for the purpose of securing business. AWC shall have the right, in the event of breach of this clause by the Grantee, to annul this Grant without liability or, in its discretion, to deduct from the contract price or consideration or recover by other means the full amount of such commission, percentage, brokerage or contingent fees.
- 12. Disputes.** In the event that a dispute arises under this Grant, the parties will use their best efforts to amicably resolve any dispute, including use of alternative dispute resolution options.
- 13. Duplicate payment.** AWC shall not pay the Grantee, if the Grantee has charged or will charge the State of Washington or any other party under any other contract or agreement, for the same services or expenses.
- 14. Entire agreement.** This Grant contains all the terms and conditions agreed upon by the parties. No other understandings, oral or otherwise, regarding the subject matter of this Grant shall be deemed to exist or to bind any of the parties hereto.
- 15. Ethical conduct.** Neither the Grantee nor any employee or agent of the Grantee shall participate in the performance of any duty or service in whole or part under this Grant in violation of, or in a manner that violates any provision of the Ethics in Public Service law at Chapter 42.52 RCW, RCW 42.17A.550, RCW 42.17A.555, and 41.06.250 prohibiting the use of public resources for political purposes.
- 16. Governing law and venue.** This Grant shall be construed and interpreted in accordance with the laws of the State of Washington and the venue of any action brought hereunder shall be in Superior Court for Thurston County.

Alternative Response Team Grant Grantee Funding Agreement

17. Indemnification. To the fullest extent permitted by law, Grantee shall indemnify, defend and hold harmless AWC and all officials, agents, and employees of AWC, from and against all claims for injuries or death arising out of or resulting from the performance of this Grant. "Claim" as used in this Grant, means any financial loss, claim, suit, action, damage, or expense, including but not limited to attorney's fees, attributable for bodily injury, sickness, disease, or death, or injury to or destruction of tangible property including loss of use resulting therefrom. Additionally, "claims" shall include but not be limited to, assertions that the use or transfer of any software, book, document, report, film, tape or sound reproduction or material of any kind, delivered hereunder, constitutes an infringement of any copyright, patent, trademark, trade name, or otherwise results in an unfair trade practice or in unlawful restraint of competition. Grantee's obligation to indemnify, defend and hold harmless includes any claim by Grantee's agents, employees, representatives, or any subcontractor or its employees.

Grantee expressly agrees to indemnify, defend, and hold harmless AWC for any and all claims, costs, charges, penalties, demands, losses, liabilities, damages, judgments, or fines out of or incident to Grantee's or its agent's performance or failure to perform the Grant. Grantee's obligation to indemnify, defend, or hold harmless AWC shall not be eliminated or reduced by any actual or alleged concurrent negligence by AWC, or their agents, employees, or officials.

Grantee waives its immunity under Title 51 RCW to the extent it is required to indemnify, defend and hold harmless AWC, and their agents, employees, or officials.

18. Independent capacity of the grantee. The parties intend that an independent Grantee relationship will be created by this Grant. The Grantee and his/her employees or agents performing under this Grant are not employees or agents of AWC. The Grantee will not hold itself out as nor claim to be an officer or employee of AWC, nor will the Grantee make any claim or right, privilege, or benefit which would accrue to such employee under law. Conduct and control of the work will be solely with the Grantee.

19. Licensing and accreditation standards. The Grantee shall comply with all applicable local, state, and federal licensing, accreditation and registration requirements/standards, necessary to the performance of this Grant.

20. Limitation of authority. Only AWC or AWC's delegate by writing (delegation to be made prior to action) shall have the express, implied, or apparent authority to alter, amend, modify, or waive any clause or condition of this Grant. Furthermore, any alteration, amendment, modification, or waiver or any clause or condition of this Grant is not effective or binding unless made in writing and signed by AWC.

21. Non-discrimination. The Grantee shall comply with all the federal and state non-discrimination laws, regulations and policies, which are otherwise applicable to AWC. Accordingly, no person shall, on the ground of sex, race, creed, religion, color, national origin, marital status, families with children, age, veteran or military status, sexual orientation, gender expression, gender identity, disability, or the use of a trained dog guide or service animal, be unlawfully excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any activity performed by the Grantee and its agents under this Grant. The Grantee shall notify AWC immediately of any allegations, claims, disputes, or challenges made against it under non-discrimination laws, regulations, or policies, or under the Americans with Disabilities Act. In the event of the Grantee's noncompliance or refusal to comply with this nondiscrimination provision, this Grant may be rescinded, cancelled or terminated in whole or part, and the Grantee may be declared ineligible for further contracts with AWC.

22. Overpayments. Grantee shall refund to AWC the full amount of any overpayment under this Grant within thirty (30) calendar days of written notice. If Grantee fails to make a prompt refund, AWC may charge Grantee one percent (1%) per month on the amount due until paid in full.

23. Public disclosure. Grantee acknowledges that AWC is subject to the Washington State Public Records Act, Chapter 42.56 RCW, and AWC acknowledges that the Grantee is subject to the Washington State Public Records Act, Chapter 42.56 RCW, and that this Grant shall be a public record as defined in RCW 42.56. Any specific information that is claimed by either party to be confidential or proprietary must be

Alternative Response Team Grant Grantee Funding Agreement

clearly identified as such by that party. To the extent consistent with chapter 42.56 RCW, each party shall attempt reasonably to maintain the confidentiality of all such information marked confidential or proprietary. If a request is made to view such information, the party receiving the public records request will notify the other party of the request and the date that such records will be released to the requester unless the other party obtains a court order enjoining that disclosure. If such party fails to obtain the court order enjoining disclosure, the party receiving the records request will release the requested information on the date specified.

24. Publicity. The Grantee agrees to submit to AWC all advertising and publicity matters relating to this Grant which in the AWC's judgment, AWC's name can be implied or is specifically mentioned. The Grantee agrees not to publish or use such advertising and publicity matters without the prior written consent of AWC.

25. Registration with Department of Revenue. The Grantee shall complete registration with the Department of Revenue and be responsible for payment of all taxes due on payments made under this Grant.

26. Records maintenance. The Grantee shall maintain all books, records, documents, data and other evidence relating to this Grant and performance of the services described herein, including but not limited to accounting procedures and practices which sufficiently and properly reflect all direct and indirect costs of any nature expended in the performance of this Grant. Grantee shall retain such records for a period of six years following the date of final payment. At no additional cost, these records, including materials generated under the Grant, shall be subject at all reasonable times to inspection, review or audit by the AWC, personnel duly authorized by AWC, the Office of the State Auditor, and federal and state officials so authorized by law, regulation or agreement.

If any litigation, claim or audit is started before the expiration of the six (6) year period, the records shall be retained until all litigation, claims, or audit findings involving the records have been resolved.

27. Right of inspection. The Grantee shall provide right of access to its facilities utilized under this Grant to AWC or any of its officers responsible for executing the terms of this Grant at all reasonable times, in order to monitor and evaluate performance, compliance, and/or quality assurance under this Grant on behalf of AWC. All inspections and evaluations shall be performed in such a manner that will not unduly interfere with the Grantee's business or work hereunder.

28. Severability. The provisions of this Grant are intended to be severable. If any term or provision is illegal or invalid for any reason whatsoever, such illegality or invalidity shall not affect the validity of the remainder of the Contract.

29. Subcontracting. Neither the Grantee nor any agent of the Grantee shall enter into subcontracts for any of the work contemplated under this Grant without obtaining prior written approval of AWC. Grantee is responsible to ensure that all terms, conditions, assurances and certifications set forth in this Grant are included in any and all Subcontracts. In no event shall the existence of the subcontract operate to release or reduce liability of the Grantee to the AWC for any breach in the performance of the Grantee's duties. This clause does not include contracts of employment between the Grantee and personnel assigned to work under this Grant.

If, at any time during the progress of the work, AWC determines in its sole judgment that any agent of the Grantee is incompetent, AWC shall notify the Grantee, and the Grantee shall take immediate steps to terminate the agent's involvement in the work. The rejection or approval by AWC of any agent or the termination of an agent shall not relieve the Grantee of any of its responsibilities under the Grant, nor be the basis for additional charges to AWC.

30. Taxes. All payments accrued on account of payroll taxes, unemployment contributions, any other taxes, insurance or other expenses for the Grantee or its staff shall be the sole responsibility of the Grantee.

Alternative Response Team Grant Grantee Funding Agreement

- 31. Technology security requirements.** Grantee must ensure that all data and devices used to carry out Program follow all applicable state and federal data privacy and protection requirements. Grantee must ensure that data is properly secured and protected using best practices for security and protection from outside intrusion from parties not associated with the Program.
- 32. Termination for convenience.** Except as otherwise provided in this Grant, AWC may, by ten (10) days written notice, beginning on the second day after the mailing, terminate this Grant in whole or in part. The notice shall specify the date of termination and shall be conclusively deemed to have been delivered to and received by the Grantee as of midnight the second day of mailing in the absence of proof of actual delivery to and receipt by the Grantee. If this Grant is so terminated, AWC shall be liable only for payment required under the terms of the Grant for services rendered or goods delivered prior to the effective date of termination.
- 33. Termination for default.** In the event AWC determines the Grantee has failed to comply with the conditions of this Grant in a timely manner, AWC has the right to suspend or terminate this Grant. AWC shall notify the Grantee in writing of the need to take corrective action. If corrective action is not taken within thirty (30) days, the Grant may be terminated. AWC reserves the right to suspend all or part of the Grant, withhold further payments, or prohibit the Grantee from incurring additional obligations of funds during investigation of the alleged compliance breach and pending corrective action by the Grantee or a decision by AWC to terminate the Contract. In the event of termination, the Grantee shall be liable for damages as authorized by law including, but not limited to, any cost difference between the original Grant and the replacement or cover Grant and all administrative costs directly related to the replacement Grant, e.g., cost of the competitive bidding, mailing, advertising and staff time. The termination shall be deemed to be a "Termination for Convenience" if it is determined that the Grantee: (1) was not in default; or (2) failure to perform was outside of his or her control, fault or negligence. The rights and remedies of the AWC provided in this Grant are not exclusive and are in addition to any other rights and remedies provided by law.
- 34. Termination due to funding limitations or contract renegotiation, suspension.** In the event funding from state, federal, or other sources is withdrawn, reduced, or limited in any way after the effective date of this Grant and prior to normal completion of this Grant, with the notice specified below and without liability for damages:
- a. At AWC's discretion, AWC may give written notice of intent to renegotiate the Grant under the revised funding conditions.
 - b. At AWC's discretion, AWC may give written notice to Grantee to suspend performance when AWC determines there is reasonable likelihood that the funding insufficiency may be resolved in a timeframe that would allow Grantee's performance to be resumed.
 - (1) During the period of suspension of performance, each party will inform the other of any conditions that may reasonably affect the potential for resumption of performance.
 - (2) When AWC determines that the funding insufficiency is resolved, it will give the Grantee written notice to resume performance, and Grantee shall resume performance.
 - (3) Upon the receipt of notice under b. (2), if Grantee is unable to resume performance of this Grant or if the Grantee's proposed resumption date is not acceptable to AWC and an acceptable date cannot be negotiated, AWC may terminate the Grant by giving written notice to the Grantee. The parties agree that the Grant will be terminated retroactive to the date of the notice of suspension. AWC shall be liable only for payment in accordance with the terms of this Grant for services rendered prior to the retroactive date of termination.
 - c. AWC may immediately terminate this Grant by providing written notice to the Grantee. The termination shall be effective on the date specified in the termination notice. AWC shall be liable only for payment in accordance with the terms of this Grant for services rendered prior to the effective date of termination. No penalty shall accrue to AWC in the event the termination option in this section is exercised.
 - d. For purposes of this section, "written notice" may include email.
- 35. Termination procedure.** Upon termination of this Grant the AWC, in addition to other rights provided in this Grant, may require the Grantee to deliver to AWC any property specifically produced or acquired for

Alternative Response Team Grant Grantee Funding Agreement

the performance of such part of this Contract as has been terminated. The provisions of the "Treatment of Assets" clause shall apply in such property transfer.

The AWC shall pay to the Grantee the agreed upon price, if separately stated, for completed work and services accepted by AWC and the amount agreed upon by the Grantee and AWC for (a) completed work and services for which no separate price is stated, (b) partially completed work and services, (c) other property or services which are accepted by AWC, and (d) the protection and preservation of the property, unless the termination is for default, in which case AWC shall determine the extent of the liability. Failure to agree with such determination shall be a dispute within the meaning of the "Disputes" clause for this Grant. The AWC may withhold from any amounts due to the Grantee such sum as AWC determines to be necessary to protect AWC against potential loss or liability.

The rights and remedies of AWC provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law under this Grant.

After receipt of a notice of termination, and except as otherwise directed by the AWC, the Grantee shall:

- a. Stop work under this Grant on the date and to the extent specified, in the notice;
- b. Place no further orders or subcontracts for materials, services or facilities except as may be necessary for completion of such portion of the work under the Grant that is not terminated;
- c. Assign to AWC, in the manner, at the times, and to the extent directed by the AWC, all rights, title, and interest of the Grantee under the orders and subcontracts in which case AWC has the right, at its discretion, to settle or pay any or all claims arising out of the termination of such orders and subcontracts;
- d. Settle all outstanding liabilities and all claims arising out of such termination of orders and subcontracts, with the approval or ratification of AWC to the extent the AWC may require, which approval or ratification shall be final for all the purposes of this clause;
- e. Transfer title to AWC and deliver, in the manner, at the times and to the extent as directed by AWC, any property which, if the Grant had been completed, would have been required to be furnished to AWC;
- f. Complete performance of such part of the work not terminated by AWC; and
- g. Take such action as may be necessary, or as AWC may direct, for the protection and preservation of the property related to this Grant which, in is in the possession of the Grantee and in which AWC has or may acquire an interest.

36. Waiver. A failure by either part to exercise its rights under this Grant shall not preclude that party from subsequent exercise of such rights and shall not constitute a waiver of any other rights under this agreement. Waiver of any default or breach shall not be deemed to be a waiver of any subsequent default or breach. Any waiver shall not be construed to be a modification of the terms of this Grant unless stated to be such in writing and signed by personnel authorized to bind each of the parties.

ARTG Application & Scope of Work

PURPOSE

The purpose of this grant is to assist cities with the documented costs to create co-responder programs within different alternative diversion models including law enforcement assisted diversion programs, community assistance referral and education programs, and as part of mobile crisis teams.

CONTRACTOR RESPONSIBILITIES

GRANTEE is required to implement the Alternative Response Team Grant (ARTG) Program as described in their application for funding, with no unapproved substantive derivations. Requests for changes to this scope of work, or services laid out in the applicant's application can be made to Jacob Ewing, Special Projects Coordinator at jacobe@wacities.org.

This program shall include the following elements as central features of their program:

- Grant recipients must establish a co-responder team using an alternative diversion model including law enforcement assisted diversion program, community assistance referral and education program, or a mobile crisis team.

In the event that there is a change in the contract or program management staff paid for by this grant, it is expected that GRANTEE will notify AWC of the change to include the name and contact information for the new staff member.

If GRANTEE fails to perform to the standards set forth above, AWC remains able to remedy noncompliance as outlined in the grant document, including provisions for suspension, termination and/or recapture of funds already paid to the grantee.

SCOPE & GOALS OF ARTG PROGRAM

The City of Everett established a co-response team that provides services for the city's fire department and library department. The team is used to provide services to individuals who are experiencing a mental health crisis that does not require a medical or law enforcement response.

The goals of the program include:

- Provide a more immediate response to individuals experiencing a mental health challenge.
- Reduce stress on current emergency response teams.
- Improve collaboration and coordination between city teams and partners to effectively provide services to those in need.

ARTG Budget & Narrative

GRANT FUNDED PROGRAM BUDGET

Category	Cost
Staffing	\$56,000
Supplies & Equipment	\$0
Professional Services	\$0
Other	\$0
TOTAL	\$56,000

PROGRAM BUDGET NARRATIVE

Staffing: Grant funds will be used to fund the salary and benefits of the Community Support Supervisor. The Supervisor provides supervision of alternative response teams, case management, and engaging directly with individuals in crisis.

Grantee Reporting Requirements

FINAL REPORT

A final program report is due to AWC by July 31, 2025. Programs should make reasonable efforts to collect and report on the following information:

- Describe program participants including:
 - Number of individuals served
 - Gender (Male, Female, Nonbinary, etc.) of individuals served
 - Age of individuals served
 - Veteran status of individuals served
 - Substance abuse or mental health issues of individuals served
 - Reason for contact
 - Outcome of contact (No outcome, referral to services, involuntary transport, etc.)
 - Long-term outcome of individual receiving services (No outcome, permanent housing, shelter, etc.)
- Describe the type of program funded and the geographic area served.
- Explain how the program targeted vulnerable individuals.
- Explain how the program created greater access for vulnerable individuals to available programs and services.
- Discuss program successes and challenges.

MONTHLY REPORT

Additionally, Grantees will submit monthly status reports to AWC. Monthly reports will be due the five business days following the end of the previous month. The monthly reports will address the following questions:

- Briefly describe the work accomplished over the past month?
- What successes has your program seen this past month?
- What challenges has your program seen this past month?
- Do you have any challenges or issues you need to discuss with AWC?

Grantee Agent(s)

List any Agent(s) that will provide program services in a program funded through the ARTG Program.

Name of Agent	Address

Project title: Construction Contract Change Order No. 2 Request – Water Filter Plant Emergency Generator Replacement Project in the amount of \$289,746.21

Council Bill #

Agenda dates requested:

Briefing
Proposed action
Consent 10/2/24
Action
Ordinance
Public hearing
Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Department(s) involved:

Public Works

Contact person:

Jeff Marrs

Phone number:

425-257-8967

Email:

jmarrrs@everettwa.gov

Initialed by:

JM (for RLS)

Department head

Administration

Council President

Consideration: Construction Contract Change Order No. 2

Project: Water Filter Plant Emergency Generator Replacement Project

Partner/Supplier: IMCO General Construction, Inc.

Location: Water Filter Plant

Preceding action: Bid Award – 7/27/2022, Change Order #1 – 2/12/2024

Fund: Fund 336 – Water and Sewer System Improvements Fund

Fiscal summary statement:

The programmed available funding, as established by Ordinance No. 3730-20, is \$10,400,000.

Project summary statement:

The Water Filter Plant Emergency Generator Replacement Project is ongoing, and the scope of the project has been revised during construction. Change Order 2 modifies three scope items and adds two scope items. The original construction contract amount is \$4,874,905.00, a Public Works staff level approved Change Order 1 added \$556,438.88, and proposed Change Order 2 will add \$289,746.21 to the construction contract, resulting in a total revised construction contract amount of \$5,721,090.09.

Change Order 2 does not adjust the contract completion time.

Recommendation (exact action requested of Council):

Approve Contract Change Order No. 2 to the Construction Contract with IMCO General Construction, Inc. for the Water Filter Plant Emergency Generator Replacement Project in the amount of \$289,746.21 for a revised total amount not to exceed \$5,721,090.09.

SECTION 00 63 63 - CHANGE ORDER - AGREED



Change Order No. 2

Change Order Effective Date: 9/13/24

**CITY OF EVERETT
Change Order**

<i>Project Title</i>	Water Filter Plant Emergency Generator Replacement
<i>Department</i>	City of Everett Public Works Department
<i>Work Order No.</i>	WO# 3587
<i>Contractor:</i>	IMCO General Construction, Inc.
<i>Contract Award Date:</i>	7/27/2022
<i>City Staff Contact:</i>	Keith Alewine
<i>Change Order No.</i>	2
<i>Change Order Effective Date</i>	9/13/24

CONTRACT SUM

	Original Contract Sum	Total of Previous Change Orders	This Change Order	Contract Sum After this Change Order
Amount	\$ 4,493,000.00	\$ 512,846.89	\$ 267,047.20	\$ 5,272,894.09
+ WSST	\$ 381,905.00	\$ 43,591.99	\$ 22,699.01	\$ 448,196.00
Total	\$ 4,874,905.00	\$ 556,438.88	\$ 289,746.21	\$ 5,721,090.09

CONTRACT TIME

Original Contract Time 200	Working Days <input type="checkbox"/> / Calendar Days <input checked="" type="checkbox"/>
Date of Notice to Proceed	10/3/2022
Cumulative adjustment to time by <i>prior</i> Change Orders	0
Adjustment to time by <i>this</i> Change Order	0
New Contract Time (<i>including</i> this Change Order)	200

Change Order No. 2
Change Order Effective Date: 9/13/24

Contractor and City agree as follows:

1. The scope of Work shall be changed to the extent described in Exhibit A.
2. The amount of this Change Order for the changes described in Exhibit A, represents complete compensation for the changes described in Exhibit A, including all direct and indirect costs and impacts. The Contract Sum shall be adjusted as described in this Change Order.
3. Everett Municipal Code 3.80.050 sets forth the threshold amounts below which the Mayor or his designee is authorized to direct Contractor to perform additional work. In calculating such threshold amounts, Washington State sales tax, as applicable to the Work, has been considered.
4. The Contract Time of the Contract shall be adjusted to the extent described in this Change Order.
5. Contractor waives and releases any and all claims arising out of, or related to, this Change Order, the work described in Exhibit A, and all work and actual or constructive changes that occurred or began prior to the date of this Change Order, including, but not limited to, claims for equitable adjustment of time and compensation, delay, impact, overhead, or inefficiencies. This provision does not apply to requests for equitable adjustment of time or price for which the Contractor timely and properly provided notice of a differing site condition, protest, dispute, claim or Contract Claim as required by the Contract Documents. If the Contract Documents establish a time period for notice of a differing site condition, protest, dispute, claim, or Contract Claim that ends after the date of this Change Order, but relates to work performed prior to the date of this Change Order, then this provision does not apply if the Contractor timely and properly submits such notice.
6. This Change Order only changes the contract between Contractor and City to the extent explicitly provided herein.
7. Signature(s) on this Change Order may be by pdf, email, fax or other electronic means, in which case such signature(s) will have the same effect as an original ink signature. This Change Order may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document.

City of Everett
Water Filter Plant Emergency Generator Replacement

00 63 63 - 3
WO# 3587

Change Order No. 2
Change Order Effective Date: 9/13/24

CITY			
 Mayor _____ Date: _____		Attest: City Clerk _____ Date: _____	
Standard Document Approved as to Form Office of the City Attorney (5.13.22)			
Recommended By:			
Construction Manager (if applicable)	Project Manager (if applicable)	Engineering Manager (if applicable)	Department Director
<u>Keith Alewine</u> Date: <u>9/12/2024</u>	<u>Zach Brown</u> Date: <u>9/12/24</u>	<u>Tom Hood</u> Date: <u>9/12/24</u>	<u>[Signature]</u> Date: <u>9-12-2024</u>
CONTRACTOR			
By _____ Officer		Date: _____	

Change Order No. 2
Change Order Effective Date: 9/13/24

Exhibit A—Description of Changed Work

Change Order #2 modifies three (3) bid items and adds two (2) new items to the contract as follows:

Modified Items

Bid Item #102 – Location 3 Electrical System Upgrade. Modify existing bid item #102 by adding \$12,600.59 in funds resulting in a \$13,671.64 contract price increase including sales tax.

Bid Item #103 – Location 2 Work Change Directives. Modify existing bid item #103 by adding \$64,707.92 in funds resulting in a \$70,208.09 contract price increase including sales tax.

Bid Item #104 – Equitable Adjustment. Modify existing bid item #104 by adding \$172,229.65 in funds resulting in a \$186,869.17 contract price increase including sales tax.

New Items

New Item #107 – New Power Study. Create new item #107 entitled “New Power Study” by adding a lump sum line item in the amount of \$11,119.25 resulting in a \$12,064.39 contract price increase including sales tax.

New Item #108 – Electrical Union Wage Increase #2. Create new item #108 entitled “Electrical Union Wage Increase #2” by adding a lump sum line item in the amount of \$6,389.79 resulting in a \$6,932.92 contract price increase including sales tax.

Justification

Bid Item #102 – Location 3 Electrical System Upgrade. Modification of Bid Item #102 is required to pay for additional work tasks essential for completion of Location 3 Electrical System Upgrade. Further explanation of the bid item modification is shown under Work Change Directive 34 on the attached justification documents.

Bid Item #103 – Location 2 Work Change Directives. Modification of Bid Item #103 accounts for more accurate scope and cost information related to additional work change directives at Location 2 anticipated during execution of Change Order #1. Work Change Directives 31, 32, 33, 41, and 43 have now been completed at Location 2 with a total cost of \$167,207.92 of which \$102,500.00 was previously allocated and paid via Bid Item #103. The remaining \$64,707.92 is to be added to Bid Item #103 for a total bid item price of \$167,207.92. Further explanation of the bid item modification is shown under Work Change Directives 31, 32, 33, 41, and 43 on the attached justification documents.

Bid Item #104 – Equitable Adjustment. Modification of Bid Item #104 is required to pay for additional contractor overhead and management fees resulting from unforeseen project delays. Bid Item #104 was added via Change Order #1 and included \$172,922.28 in additional funds. More accurate duration and cost information related to the additional overhead and management

fees is now available and is documented in Work Change Directives 23, 24, 25, 28, 29, 30, 35, 36, 37, 38, 39, and 40. The combined total cost for these Work Change Directives is \$345,151.93 of which \$172,922.28 was previously allocated and paid via Bid Item #104. The remaining \$172,229.65 is to be added to Bid Item #104 for a total bid item price of \$345,151.93. Further explanation of the bid item modification is shown under Work Change Directives 23, 24, 25, 28, 29, 30, 35, 36, 37, 38, 39, and 40 on the attached justification documents. No contract time revisions are included in Change Order #2. An equitable adjustment to contract time will be processed as part of a future Change Order #3 occurring at final project completion.

New Item #107 – New Power Study. Per electrical code, a revised power study was required for the project when Location 3 Electrical System Upgrade was added to the project. City of Everett staff have reviewed the scope and cost to revise the power study, negotiated a lump sum amount of \$11,119.25 to cover the cost, and issued Work Change Directive 27 authorizing the work. Further justification is shown under Work Change Directive 27 on the attached justification documents.

New Item #108 – Electrical Union Wage Increase #2. Given the project delays, the project contractor is seeking additional funds to pay for increased hourly wages for electrical union workers throughout the remainder of the project. The increased hourly wages coincide with a regional electrical union wage increase. City of Everett staff have reviewed the wage increase request and negotiated a lump sum amount of \$6,389.79 to cover the electrical union wage increase. Further justification for the wage increase request is shown under Work Change Directive 42 on the attached justification documents.

CO#1 Signed 2/12/24									
					Service CO #	Shinn	QCC to IMCO	IMCO	
20	Force Account	1	LS						
WCD 01	Add conduit Location #1	1	LS	\$10,307.27	1				
WCD 02	Upgrade to Square D Transformers	1	LS	\$3,129.25	2				
WCD 03	Gen 2 Slab GPR - Locate grade beam and underslab	1	LS	\$3,234.33				Sub	
WCD 04	Loc 2 Trench Drain Revisions	1	LS	\$363.00				Supply	
WCD 05	Credit to not move waterline	1	LS	-\$5,250.00				Est	
WCD 06	Canopy Revisions	1	LS	\$12,037.75				Supply	
WCD 07	Added Site / Asphalt	1	LS	\$16,056.11				X / Sub(s)	
WCD 08	Location 1 Actuator	1	LS	\$4,424.00		X			
WCD 09	Additional Power Studies and Relay Settings	1	LS	\$11,826.27	4				
WCD 10	Fuel System Modifications	1	LS	\$69,522.06	5	X		X / Sub(s)	
WCD 11	Replace Existing Breakers at Location 2 - Supply only	1	LS	\$146,655.94	6				
WCD 12	Add 2 New Breakers for Block Heaters	1	LS	\$15,492.68	7			X	
WCD 13	Grout Existing CMU Cells	1	LS	\$493.15				X	
WCD 14	Location 1 Reinforcing Changes	1	LS	\$831.87				X / Supply	
WCD 15	Original Breaker Testing	1	LS	\$20,012.96	3				
WCD 16	Quality Controls	1	LS	\$2,213.12			X		
WCD 17	Provide Testing and Install 8 New Breakers	1	LS	\$21,386.83	8				
WCD 18	Remove and Replace Existing Breaker	1	LS	\$1,639.66	9				
WCD 19	SEL Relay Engineering	1	LS	\$3,091.13	10				
WCD 20	New Louver at Location 1	1	LS	\$3,090.66	11				
WCD 21	Labor and Equipment Rate Adjustments	1	LS	\$311.02				X	
Force Account Totals				\$340,869.06					
WCD 34	Location #3 work				\$ 68,320.00			\$ 10,000.00	ROM
WCD 31	Fuel System Mods - Location #2			\$ 40,000.00		\$ 15,000.00		\$ 5,000.00	ROM
WCD 31	System integration Loc 2						\$ 2,500.00		ROM
WCD 31	Location #2 Demo Unforeseen Conditions				\$ 25,000.00				ROM
WCD 31	Location #2 Demo Unforeseen Conditions							\$ 15,000.00	\$15K Actual IMCO Costs CO#1, Remaining actual cost below to be included in CO#2
BUDGET	IMCO Management and OH							\$ 172,922.28	Actual
WCD 26	Electrical Union Wage Increase				\$ 10,390.77				Actual
WCD 22	Plumbing / Pipe Fitting Union Wage Increase					\$ 7,844.48			Actual
CO#1 SUB TOTALS				\$380,869.06	\$ 103,710.77	\$ 22,844.48	\$ 2,500.00	\$ 202,922.28	
CO#1 GRAND TOTAL						\$712,846.59			
Original Force Account						\$200,000.00			
CO #1 TOTAL						\$512,846.59			Note: \$0.30 off???

	= CO#1 WCD's 1-21 including \$200K Original FA	Item 101
	= CO#1 Location #3 ROM	Item 102
	= CO#1 Location #2 anticipated WCD's	
		Item 103
	= CO#1 IMCO Management and OH	Item 104
	= CO#1 Electrical Union Wage Increase	Item 105
	= CO#1 Plumbing / Pipe Fitting Wage Increase	Item 106

PROPOSED CO#2									
BUDGET	IMCO Management Reconciliation to CO#1							\$ (172,922.28)	Actual from CO#1 to offset individual items below
WCD 23	Added Overhead / Management - CTD							\$ 62,455.41	Actual
WCD 24	Added Overhead / Management - Dec							\$ 16,348.23	Actual
WCD 25	Added Overhead / Management - Jan							\$ 25,407.31	Actual
WCD 27	New Power Study (include Loc #3)				\$ 11,119.25				Actual
WCD 28	Added Overhead / Management - Feb							\$ 23,197.98	Actual
WCD 29	Added Overhead / Management - Mar							\$ 33,141.11	Actual
WCD 30	Added Overhead / Management - Apr							\$ 56,480.74	Actual
WCD 31	Location #2 Demo Unforeseen Conditions							\$ 20,688.87	Actual Cost delta - This amount posted to CO#2
WCD 32	Addition of Tee and Valve on Loc 2 Fuel Pump					\$ 2,768.64			Actual
WCD 33	Slab Redesign							\$ 17,460.41	Actual
WCD 34	Location #3 Phase 1 Payment			\$ 12,600.59					Actual
WCD 35	Added Overhead / Management - May							\$ 42,863.60	Actual
WCD 36	Added Overhead / Management - Jun							\$ 24,925.84	Actual
WCD 37	Added Overhead / Management - July							\$ 17,971.14	Actual
WCD 38	Added Overhead / Management - Aug							\$ 14,120.19	Actual
WCD 39	Added Overhead / Management - Sept							\$ 14,120.19	ROM w/ Backup
WCD 40	Added Overhead / Management - Oct							\$ 14,120.19	ROM w/ Backup
WCD 41	Troubleshoot Diesel Fuel Dispenser			\$ 1,390.00					Actual
WCD 42	Electrical Union Wage Increase #2			\$ 6,389.79					Actual
WCD 43	Location #2 120V Panelboard			\$ 22,400.00					ROM w/ Backup
				\$42,780.38	\$11,119.25	\$2,768.64	\$0.00	\$210,378.93	
Total Proposed CO #2						\$267,047.20			
Total CO#1 and CO#2						\$779,893.79			

WFP Emergency Generator - IMCO General Construction - Management Delay Cost To Date Overrun

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	IMCO management costs due to project delays up to December 10th 2023.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
Lump Sum Overhead Cost	Management	1.0	48415.050			48415.05
						0.00
						0.00
						0.00
TOTAL LABOR \$						48415.05
29% MARKUP FOR FORCE ACCOUNT LABOR						14040.36
SUBTOTAL LABOR \$						62455.41

MATERIALS	VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)					
					0.00
					0.00
TOTAL MATERIALS \$					0.00
21% MARKUP FOR FORCE ACCOUNT MATERIALS					0.00
SUBTOTAL MATERIALS \$					0.00

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
						0.00
						0.00
TOTAL EQUIPMENT \$						0.00
TOTAL EQUIPMENT RENTAL TAX \$						0.00
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						0.00
SUBTOTAL EQUIPMENT \$						0.00

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
					0.00
					0.00
					0.00
TOTAL SUBCONTRACTOR \$					0.00
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					0.00
SUBTOTAL EQUIPMENT \$					0.00

IMCO / Mitchell Soresstad	City of Everett / Bill Fisher	TOTAL \$	62455.41
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.

The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer

4221 - Delay Analysis

	Cost to Date - Viewpoint - W.E. 12/10/2023									
	Orig Estimated	Current Cost to Date (12/10/2023)	Hours to Date	Cost / Hr	Cost to Date over (under)	Projected Remaining Hours - subtracting portal 4 remaining	Projected Remaining Costs from 12/10/2023	Sub Totals	M.U.	Totals w/ MU
Project Manager	\$ 78,229.98	\$ 124,188.30	1383	\$ 89.80	\$ 45,958.32	300	\$ 26,938.89	\$ 72,897.21	29%	\$ 94,037.41
Assistant Project Manager	\$ 62,563.87	\$ 9,094.00	135	\$ 67.36	\$ (53,469.87)		\$ -	\$ (53,469.87)	29%	\$ (68,976.13)
Field Engineer	\$ -	\$ 89,447.60	1626	\$ 55.01	\$ 89,447.60	500	\$ 27,505.41	\$ 116,953.01	29%	\$ 150,869.39
Superintendent	\$ 142,891.80	\$ 109,370.80	1052	\$ 103.96	\$ (33,521.00)	300	\$ 31,189.39	\$ (2,331.61)	29%	\$ (3,007.77)
					\$ 48,415.05		\$ 85,633.70	\$ 134,048.75		\$ 172,922.88
				29% MU	\$ 14,040.36	29% MU	\$ 24,833.77			
					\$ 62,455.41		\$ 110,467.47			

= Actual cost already paid
 = Cost over budget marked up not paid yet
 = Projected remaining costs marked up

Remaining Hour Analysis (projected completion 20 weeks from 12/10)

Name	Weeks	Hrs / Week	Total Hours	Notes:
Mitchell	20	15	300	15 hours / week generator, 5 hours / week Portal 4, 20 hours / week Phase 2
Colbi	20	25	500	25 hours / week generator, 5 hours / week Portal 4, 10 hours / week Phase 2
James	20	15	300	15 hours / week generator, 5 hours / week Portal 4, 20 hours / week Phase 2

JC Cost Totals Drilldown

	Original Estimate	Current Estimate	Actual Cost	Variance
4221. Everett WFP Emergency Generator	3,892,251.11	3,892,251.11	3,011,400.75	880,850.36
Phase	Orig Estimate	Curr Estimate	Actual Cost	Variance
000- 01- Sub accruals	0.00	0.00	32,300.00	-32,300.00
000- 02- PVault Accrual	0.00	0.00	0.00	0.00
010- 00- ** PROJECT SUPERVISION **	0.01	0.01	0.00	0.01
010- 10- Project Manager	78,229.98	78,229.98	124,188.30	-45,958.32
010- 15- Assistant Project Manager	62,563.87	62,563.87	9,094.00	53,469.87
010- 25- Field/Office Engineer	0.00	0.00	89,447.60	-89,447.60
010- 30- Engineering - Philippines	4,493.05	4,493.05	3,367.06	1,125.99
010- 35- General Superintendent	142,891.80	142,891.80	109,370.80	33,521.00

WFP Emergency Generator - IMCO General Construction - Management Delay Costs December 2023

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	IMCO management costs due to project delays for December 2023.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
James Janda	Superintendent	40.0	103.960			4158.40
Mitchell Sorestad	Project Manager	55.0	89.800			4939.00
Colbi Bertrand	Field Engineer	65.0	55.010			3575.65
TOTAL LABOR \$						12673.05
29% MARKUP FOR FORCE ACCOUNT LABOR						3675.18
SUBTOTAL LABOR \$						16348.23

MATERIALS		VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)						
TOTAL MATERIALS \$						
21% MARKUP FOR FORCE ACCOUNT MATERIALS						
SUBTOTAL MATERIALS \$						

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
TOTAL SUBCONTRACTOR \$					
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					
SUBTOTAL EQUIPMENT \$					

IMCO / Mitchell Sorestad	City of Everett / Bill Fisher	TOTAL \$	16348.23
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer

Labor Hours Review

Print records between 12/11/2023 and 12/31/2023

Expected Values are based on completed Production Quantities and Budgeted Values.
(e.g. - If half of your Quantities are completed, then half of your Budgeted Values would be "Expected")

Cost Code	Description	Quantity		Unit	% Comp	Labor Hrs				Labor Hrs / Unit		Units / Labor Hr	
		Budgeted	Placed			Budgeted	Expected	Actual	Difference	Budgeted	Actual	Budgeted	Actual
010-10	Project Manager	880.00	55.000	HRS	6	880.00	55.00	55.00	0.00	1.0000	1.0000	1.0000	1.0000
010-25	Field Engineer	760.00	65.000	HRS	9	760.00	65.00	65.00	0.00	1.0000	1.0000	1.0000	1.0000
010-35	General Superintendent	1,408.00	40.000	HRS	3	1,408.00	40.00	40.00	0.00	1.0000	1.0000	1.0000	1.0000
Grand Totals for the above Cost Code(s):						3,048	160	160	0				

NOTE:

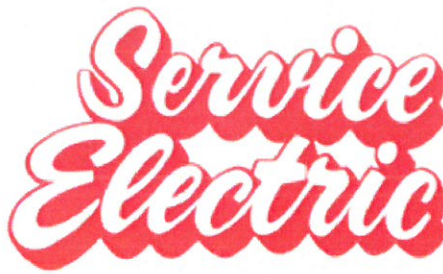
Filters in effect:
Foreman = RIMASH.
All Cost Codes that have Cost or Production against them (not including Discontinued).
Dates >= 12/11/2023 and Dates <= 12/31/2023.
Summary Sort = None.

WFP Emergency Generator - IMCO General Construction - Management Delay Costs January 2024

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	IMCO management costs due to project delays for January 2024.					
LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
James Janda	Superintendent	69.0	103.960			7173.24
Mitchell Sorestad	Project Manager	69.0	89.800			6196.20
Colbi Bertrand	Field Engineer	115.0	55.010			6326.15
TOTAL LABOR \$						19695.59
29% MARKUP FOR FORCE ACCOUNT LABOR						5711.72
SUBTOTAL LABOR \$						25407.31
MATERIALS		VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)						
TOTAL MATERIALS \$						
21% MARKUP FOR FORCE ACCOUNT MATERIALS						
SUBTOTAL MATERIALS \$						
EQUIPMENT		HOURS	CONTR. OWNED	RENTED		
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	AMOUNT
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						
Subcontractor		UNIT	QTY	UNIT PRICE		AMOUNT
NAME	DESCRIPTION					
TOTAL SUBCONTRACTOR \$						
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT						
SUBTOTAL EQUIPMENT \$						
IMCO / Mitchell Sorestad		City of Everett / Bill Fisher			TOTAL \$	25407.31
SUBMITTED BY - CONTRACTOR/ PRINT NAME		REQUIRED - OWNER REP./ PRINT NAME				
SUBMITTED BY - CONTRACTOR/ SIGN & DATE		REQUIRED - OWNER REP./ SIGNATURE & DATE			GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:		Work witnessed but entitlement to be paid as extra work has not been determined				
The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.						
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer						

WFP Emergency Generator - IMCO General Construction - Revise Power Study

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	Revise power studies to include new main breaker in Location 3 MCC and provide breaker testing.					
LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
TOTAL LABOR \$						
29% MARKUP FOR FORCE ACCOUNT LABOR						
SUBTOTAL LABOR \$						
MATERIALS		VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)						
TOTAL MATERIALS \$						
21% MARKUP FOR FORCE ACCOUNT MATERIALS						
SUBTOTAL MATERIALS \$						
EQUIPMENT		HOURS	CONTR. OWNED	RENTED		AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE	BLUE BOOK RATE	RENTAL RATE		
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						
Subcontractor		UNIT	QTY	UNIT PRICE		AMOUNT
NAME	DESCRIPTION					
Service Electric	Revise power studies	LS	1.00	9927.90		9927.90
TOTAL SUBCONTRACTOR \$						9927.90
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT						1191.35
SUBTOTAL EQUIPMENT \$						11119.25
IMCO / Mitchell Soresstad		City of Everett / Bill Fisher			TOTAL \$	11119.25
SUBMITTED BY - CONTRACTOR/ PRINT NAME		REQUIRED - OWNER REP./ PRINT NAME				
SUBMITTED BY - CONTRACTOR/ SIGN & DATE		REQUIRED - OWNER REP./ SIGNATURE & DATE			GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:		Work witnessed but entitlement to be paid as extra work has not been determined				
The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.						
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer						



May 6, 2023

Mr. Mitch Sorestad
IMCO General Construction, Inc.
2116 Buchanan Loop
Ferndale, WA 98248
Ph: 360-305-9869

RE: Service Electric Co., Inc., SECO #5513 Proposal #13R1
Job: Water Filter Plant Emergency Generator Replacement - UP #3587

Dear Mr. Sorestad:

Service Electric Co., Inc., has performed the following work per the terms stated below:

Description of work: **WCD-027: Revise the power studies to include a new main breaker
in the location 3 MCC and provide breaker testing for the Foxfab breaker.**

Jack Grove	4 MH @	\$76.94	per hr.	\$307.76
Leif Small	2 MH @	\$101.53	per hr.	\$203.06
Leif Small	2 MH @	\$136.44	per hr.	\$272.88
Leif Small	1 MH @	\$171.34	per hr.	\$171.34
31% Markup				\$296.06
Service Provider				6,555.00
21% Markup				1,376.55
Equipment				615.91
21% Markup				129.34

GRAND TOTAL

\$9,927.90

Your cooperation in expediting the written change order would be appreciated, as the work above has been completed.

Very truly yours,

Jack Grove - Cell: 425-508-7273

ACKNOWLEDGEMENT: The price stated for the above proposal is acceptable for the work to be performed. The value of the work completed to the date of the next requisition will be billed on that requisition.

DATE: _____ AUTHORIZED SIGNATURE: _____

Work Order #					Work Date	3/7/2024
Description of Work:		WCD-027: Revise the power studies to include a new main breaker in the location 3 MCC.				
Material	QTY	Material Price	Per	Material Extension		
Taurus Power and Controls revised power study	1	935		\$ 935.00		
Taurus Power and Controls location 3 foxfab breaker testing	1	\$ 5,620.00		\$ 5,620.00		
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Taurus Power & Controls, Inc

9999 SW Avery Street
Tualatin, OR 97062-9517, United States
Tel: 503-692-9004 Fax: 503-692-9273
AR@tauruspower.com
www.tauruspower.com

INVOICE

INVOICE DATE: 3/20/2024
INVOICE NO: 15049
BILLING THROUGH: 3/20/2024

SERVICE ELECTRIC CO, INC
PO BOX 1489
SNOHOMISH, WA 98291-1489

SHIP TO:

WFP EMERGENCY GENERATOR
6133 LAKE CHAMPLAIN RD
MONROE, WA

SERVICE ELECTRIC CO INC : 2023-5994 : WFP EMERGENCY GENERATOR POWER STUDIES

PO #:PO 7190 ITEM 1&3&6&9

PO LINE ITEM 009 CHANGE ORDER 4 POWER STUDY REVISION

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
SERVICE ELECTRIC CO INC : 2023-5994 : WFP EMERGENCY GENERATOR POWER STUDIES	\$17,078.50	100.00	\$17,078.51	\$16,143.51	\$935.00
TOTAL	\$17,078.50		\$17,078.51	\$16,143.51	\$935.00

SUBTOTAL \$935.00

SALES TAX 0.00% \$0.00

AMOUNT DUE THIS INVOICE \$935.00

This invoice is due on 4/19/2024

If paying with credit card a 2.9% processing fee will be added to invoice total



Taurus Power & Controls, Inc

9999 SW Avery Street
Tualatin, OR 97062-9517, United States
Tel: 503-692-9004 Fax: 503-692-9273
AR@tauruspower.com
www.tauruspower.com

INVOICE

INVOICE DATE: 4/22/2024
INVOICE NO: 15253
BILLING THROUGH: 4/22/2024

SERVICE ELECTRIC CO, INC
PO BOX 1489
SNOHOMISH, WA 98291-1489

SHIP TO:

WFP EMERGENCY GENERATOR
6133 LAKE CHAMPLAIN RD
MONROE, WA

**SERVICE ELECTRIC CO INC : 2024-6942 : LOCATION 3 BREAKER
TESTING**

PO #:7190 SEQ 010

DESCRIPTION	CONTRACT AMOUNT	% COMPLETE	BILLED TO DATE	PREVIOUSLY BILLED	CURRENT AMOUNT
SERVICE ELECTRIC CO INC : 2024-6942 : LOCATION 3 BREAKER TESTING	\$5,620.00	100.00	\$5,620.00	\$0.00	\$5,620.00
TOTAL	\$5,620.00		\$5,620.00	\$0.00	\$5,620.00

SUBTOTAL \$5,620.00

SALES TAX 0.00% \$0.00

AMOUNT DUE THIS INVOICE \$5,620.00

This invoice is due on 5/22/2024

If paying with credit card a 2.9% processing fee will be added to invoice total



BRANCH N62
2810 HIGHLAND AVE
EVERETT WA 98201-3861
425-259-6108
425-252-8599 FAX

Job Site

MONROE JOBSITE
6133 LAKE CHAPLAIN RD
MONROE WA 98272-7821

POSTED

Office: 360-568-6966 Job: 360-568-6966

7.2.2676 1 MB 0.568 37564S21.p01 174196 1-1 0

SERVICE ELECTRIC CO INC WA
PO BOX 1489
SNOHOMISH WA 98291-1489

RENTAL RETURN INVOICE

232723084-001

Customer # : 228265
Invoice Date : 04/17/24
Rental Out : 04/16/24 02:15 PM
Rental In : 04/17/24 08:06 AM
UR Job Loc : 6133 LAKE CHAPLAIN R
UR Job # : 75
Customer Job ID:
P.O. # : 5513-60267
Ordered By : JACK GROVE
Reserved By : HARLEY LARGE
Salesperson : CHRISTOPHER WARD

Invoice Amount: \$355.91

Terms: Due Upon Receipt
Payment options: Contact our credit office 212-333-6600, Ext. 84931
REMIT TO: UNITED RENTALS (NORTH AMERICA), INC.
P.O. BOX 051122
LOS ANGELES CA 90074-1122

RENTAL ITEMS:

Qty	Equipment	Description	Minimum	Day	Week	4 Week	Amount
1	11332530	GENERATOR 70-84 KVA TIER 4 Make: WACKER Model: G70 T4F Serial: WNCGMM01CPUM01227 Meter out: 5096.00 Meter in: 5097.27		318.00	914.00	2,503.00	318.00

Rental Subtotal: 318.00

SALES/MISCELLANEOUS ITEMS:

Qty	Item	Price	Unit of Measure	Extended Amt.
1	WA HEAVY EQUIP. RENTAL TAX [DRSURWA/MCI]	3.975	EACH	3.98
1	ENVIRONMENTAL SERVICE CHARGE [ENV/MCI]	6.360	EACH	6.36

Sales/Misc Subtotal: 10.34

Agreement Subtotal: 328.34

Tax: 27.57

Total: 355.91

COMMENTS/NOTES:

CONTACT: JACK GROVE
CELL#: 425-508-7273

Effective February 1, 2024 and where permitted by law, United Rentals may impose a surcharge of 2.0% for credit card payments on charge accounts. This surcharge is not greater than our merchant discount rate for credit card transactions and is subject to sales tax.

NOTICE: This invoice is subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.

WFP Emergency Generator - IMCO General Construction - Management Delay Costs February 2024

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	IMCO management costs due to project delays for February 2024.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
James Janda	Superintendent	63.0	103.960			6549.48
Mitchell Sorestad	Project Manager	63.0	89.800			5657.40
Colbi Bertrand	Field Engineer	105.0	55.010			5776.05
TOTAL LABOR \$						17982.93
29% MARKUP FOR FORCE ACCOUNT LABOR						5215.05
SUBTOTAL LABOR \$						23197.98

MATERIALS		VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)						
TOTAL MATERIALS \$						
21% MARKUP FOR FORCE ACCOUNT MATERIALS						
SUBTOTAL MATERIALS \$						

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
TOTAL SUBCONTRACTOR \$					
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					
SUBTOTAL EQUIPMENT \$					

IMCO / Mitchell Sorestad	City of Everett / Bill Fisher	TOTAL \$	23197.98
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer

Labor Hours Review

Print records between 02/01/2024 and 02/29/2024

Expected Values are based on completed Production Quantities and Budgeted Values.
(e.g. - If half of your Quantities are completed, then half of your Budgeted Values would be "Expected")

Cost Code	Description	Quantity		Unit	% Comp	Labor Hrs				Labor Hrs / Unit		Units / Labor Hr	
		Budgeted	Placed			Budgeted	Expected	Actual	Difference	Budgeted	Actual	Budgeted	Actual
010-10	Project Manager	880.00	81.000	HRS	9	880.00	81.00	81.00	0.00	1.0000	1.0000	1.0000	1.0000
010-25	Field Engineer	760.00	105.000	HRS	14	760.00	105.00	105.00	0.00	1.0000	1.0000	1.0000	1.0000
010-35	General Superintendent	1,408.00	63.000	HRS	4	1,408.00	63.00	63.00	0.00	1.0000	1.0000	1.0000	1.0000
Grand Totals for the above Cost Code(s):						3,048	249	249	0				

NOTE:

Filters in effect:
Foreman = RIMASH.
All Cost Codes that have Cost or Production against them (not including Discontinued).
Dates >= 02/01/2024 and Dates <= 02/29/2024.
Summary Sort = None.

Cost Code Review

Cost Code: 010-10 Project Manager HRS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
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Totals by individual items:

Employees:					
HANCAI	CJ HANDFORTH	SPM	18.00	0.00	0.00
SORMIT	MITCHELL SORESTAD	PM	63.00	0.00	0.00
Totals:			81.00	0.00	0.00

Equipment:					
LT0340	2020 Ford F150		63.00	0.00	0.00
LT0361	2023 Ford F150		18.00	0.00	0.00
Totals:			81.00	0.00	0.00

Materials:			Cost Type	Units	Received	Used
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Subcontracts:			Cost Type	Units	Received	Used
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Supplies:			Cost Type	Units	Received	Used
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Misc 1:			Cost Type	Units	Received	Used
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Misc 2:			Cost Type	Units	Received	Used
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WFP Emergency Generator - IMCO General Construction - Management Delay Costs March 2024

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	IMCO management costs due to project delays for March 2024.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
James Janda	Superintendent	98.0	103.960			10188.08
Mitchell Sorestad	Project Manager	93.0	89.800			8351.40
Colbi Bertrand	Field Engineer	130.0	55.010			7151.30
TOTAL LABOR \$						25690.78
29% MARKUP FOR FORCE ACCOUNT LABOR						7450.33
SUBTOTAL LABOR \$						33141.11

MATERIALS		UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)	VENDOR				
TOTAL MATERIALS \$					
21% MARKUP FOR FORCE ACCOUNT MATERIALS					
SUBTOTAL MATERIALS \$					

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
TOTAL SUBCONTRACTOR \$					
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					
SUBTOTAL EQUIPMENT \$					

IMCO / Mitchell Sorestad	City of Everett / Bill Fisher	TOTAL \$	33141.11
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.			
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer			

Labor Hours Review

Print records between 03/01/2024 and 03/31/2024

Expected Values are based on completed Production Quantities and Budgeted Values.
(e.g. - If half of your Quantities are completed, then half of your Budgeted Values would be "Expected")

Cost Code	Description	Quantity		Unit	% Comp	Labor Hrs				Labor Hrs / Unit		Units / Labor Hr	
		Budgeted	Placed			Budgeted	Expected	Actual	Difference	Budgeted	Actual	Budgeted	Actual
010-10	Project Manager	880.00	99.000	HRS	11	880.00	99.00	99.00	0.00	1.0000	1.0000	1.0000	1.0000
010-25	Field Engineer	760.00	130.000	HRS	17	760.00	130.00	130.00	0.00	1.0000	1.0000	1.0000	1.0000
010-35	General Superintendent	1,408.00	98.000	HRS	7	1,408.00	98.00	98.00	0.00	1.0000	1.0000	1.0000	1.0000
Grand Totals for the above Cost Code(s):						3,048	327	327	0				

NOTE:

Filters in effect:
Foreman = RIMASH.
All Cost Codes that have Cost or Production against them (not including Discontinued).
Dates >= 03/01/2024 and Dates <= 03/31/2024.
Summary Sort = None.

Cost Code Review

Cost Code: 010-10 Project Manager HRS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
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Totals by individual items:

Employees:					
HANCAI	CJ HANDFORTH	SPM	6.00	0.00	0.00
SORMIT	MITCHELL SORESTAD	PM	93.00	0.00	0.00
Totals:			99.00	0.00	0.00

Equipment:					
LT0340	2020 Ford F150		93.00	0.00	0.00
LT0361	2023 Ford F150		6.00	0.00	0.00
Totals:			99.00	0.00	0.00

Materials:			Cost Type	Units	Received	Used
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Subcontracts:			Cost Type	Units	Received	Used
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Supplies:			Cost Type	Units	Received	Used
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Misc 1:			Cost Type	Units	Received	Used
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Misc 2:			Cost Type	Units	Received	Used
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WFP Emergency Generator - IMCO General Construction - Management Delay Costs April 2024

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	IMCO management costs due to project delays for April 2024.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
James Janda	Superintendent	176.0	103.960			18296.96
Mitchell Sorestad	Project Manager	176.0	89.800			15804.80
Colbi Bertrand	Field Engineer	176.0	55.010			9681.76
TOTAL LABOR \$						43783.52
29% MARKUP FOR FORCE ACCOUNT LABOR						12697.22
SUBTOTAL LABOR \$						56480.74

MATERIALS		UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)	VENDOR				
TOTAL MATERIALS \$					
21% MARKUP FOR FORCE ACCOUNT MATERIALS					
SUBTOTAL MATERIALS \$					

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
TOTAL SUBCONTRACTOR \$					
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					
SUBTOTAL EQUIPMENT \$					

IMCO / Mitchell Sorestad	City of Everett / Bill Fisher	TOTAL \$	56480.74
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.			
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer			

Cost Code Review

Cost Code: 010-10 Project Manager HRS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
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Totals by individual items:

Employees:					
HANCAI	CJ HANDFORTH	SPM	35.00	0.00	0.00
SORMIT	MITCHELL SORESTAD	PM	176.00	0.00	0.00
Totals:			211.00	0.00	0.00

Equipment:					
LT0340	2020 Ford F150		176.00	0.00	0.00
LT0361	2023 Ford F150		35.00	0.00	0.00
Totals:			211.00	0.00	0.00

Materials:			Cost Type	Units	Received	Used
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Subcontracts:			Cost Type	Units	Received	Used
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Supplies:			Cost Type	Units	Received	Used
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Misc 1:			Cost Type	Units	Received	Used
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Misc 2:			Cost Type	Units	Received	Used
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Labor Hours Review

Print records between 04/01/2024 and 04/30/2024

Expected Values are based on completed Production Quantities and Budgeted Values.
(e.g. - If half of your Quantities are completed, then half of your Budgeted Values would be "Expected")

Cost Code	Description	Quantity		Unit	% Comp	Labor Hrs				Labor Hrs / Unit		Units / Labor Hr	
		Budgeted	Placed			Budgeted	Expected	Actual	Difference	Budgeted	Actual	Budgeted	Actual
010-10	Project Manager	880.00	211.000	HRS	24	880.00	211.00	211.00	0.00	1.0000	1.0000	1.0000	1.0000
010-25	Field Engineer	760.00	176.000	HRS	23	760.00	176.00	176.00	0.00	1.0000	1.0000	1.0000	1.0000
010-35	General Superintendent	1,408.00	176.000	HRS	13	1,408.00	176.00	176.00	0.00	1.0000	1.0000	1.0000	1.0000
010-45	Safety Engineer	396.00	17.000	HRS	4	396.00	17.00	17.00	0.00	1.0000	1.0000	1.0000	1.0000
Grand Totals for the above Cost Code(s):						3,444	580	580	0				

NOTE:

Filters in effect:
Foreman = RIMASH.
All Cost Codes that have Cost or Production against them (not including Discontinued).
Dates >= 04/01/2024 and Dates <= 04/30/2024.
Summary Sort = None.

WFP Emergency Generator - IMCO General Construction - Loc 2 Added Demo and Louver Removal

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	Complete the added concrete demo and louver removal at location 2.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
Corey Davis	Operator Foreman	59.0	87.264			5148.58
Sam King	Carpenter	50.0	77.407			3870.35
Cory Eddings	Back01-15	3.0	85.503			256.51
James Placek	Laborer	3.0	62.38			187.13
TOTAL LABOR \$						9462.56
29% MARKUP FOR FORCE ACCOUNT LABOR						2744.14
SUBTOTAL LABOR \$						12206.71

MATERIALS	VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)					
See the attached spreadsheet		LS	1.0	3596.97	3596.97
TOTAL MATERIALS \$					3596.97
21% MARKUP FOR FORCE ACCOUNT MATERIALS					755.36
SUBTOTAL MATERIALS \$					4352.33

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
0460 2019 1221 Yanmar VIO50	Compact Excavator	61.0	EST	63.20		3855.20
FL0533 2013 Genie 8000# Reach	Lift Truck	61.0	EST	134.79		8222.19
R0107 2013 Cat H65 Mini Break	Hydraulic Impact Breakers	61.0	EST	7.21		439.81
ST0296 2022 Ford F450	Light Duty Truck	55.0	EST	30.73		1690.15
2302 2019 Load Trail 83x14 Low	Utility Trailers	61.0	EST	7.15		436.15
TOTAL EQUIPMENT \$						14643.50
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						3075.14
SUBTOTAL EQUIPMENT \$						17718.64

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
Aqualis	Vacuum Truck and Operator	HR	4.50	280.00	1260.00
TOTAL SUBCONTRACTOR \$					1260.00
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					151.20
SUBTOTAL EQUIPMENT \$					1411.20

IMCO / Mitchell Soresstad	City of Everett / Bill Fisher	TOTAL \$	35688.87
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.

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Cost Code Review

Cost Code: 970-36

FA - Loc 2 Added Concrete Demo an

LS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
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Date: 04/16/2024 Foreman: DAVCOR Shift: 1

Time Card:

Production Quantities: 0.000

DAVCOR	COREY DAVIS	FOREMAN	10.00	0.00	0.00
ST0296	2022 Ford F450 (NEED TO AD		10.00	0.00	0.00
EX0460	2019 1221 Yanmar VIO50-6A		10.00	0.00	0.00
FL0533	2013 Genie 8000# Reach		10.00	0.00	0.00
HR0107	2013 CAT H65 Mini Breaker		10.00	0.00	0.00
TR2302	2019 Load trail 83x14 Low Pro		10.00	0.00	0.00
KINSAM	SAM KING	CARPENTER	10.00	0.00	0.00

Labor Totals:	Hours -	20.0
Equip Totals:	Hours -	50.0

Date: 04/17/2024 Foreman: DAVCOR Shift: 1

Time Card:

Production Quantities: 0.000

DAVCOR	COREY DAVIS	FOREMAN	10.00	0.00	0.00
ST0296	2022 Ford F450 (NEED TO AD		10.00	0.00	0.00
EX0460	2019 1221 Yanmar VIO50-6A		10.00	0.00	0.00
FL0533	2013 Genie 8000# Reach		10.00	0.00	0.00
HR0107	2013 CAT H65 Mini Breaker		10.00	0.00	0.00
TR2302	2019 Load trail 83x14 Low Pro		10.00	0.00	0.00
KINSAM	SAM KING	CARPENTER	10.00	0.00	0.00

Labor Totals:	Hours -	20.0
Equip Totals:	Hours -	50.0

Cost Code Review

Cost Code: 970-36

FA - Loc 2 Added Concrete Demo an

LS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
Date: 04/18/2024 Foreman: DAVCOR Shift: 1					
Time Card:					
Production Quantities: 0.000					
DAVCOR	COREY DAVIS	FOREMAN	10.00	0.00	0.00
ST0296	2022 Ford F450 (NEED TO AD		10.00	0.00	0.00
EX0460	2019 1221 Yanmar VIO50-6A		10.00	0.00	0.00
FL0533	2013 Genie 8000# Reach		10.00	0.00	0.00
HR0107	2013 CAT H65 Mini Breaker		10.00	0.00	0.00
TR2302	2019 Load trail 83x14 Low Pro		10.00	0.00	0.00
KINSAM	SAM KING	CARPENTER	10.00	0.00	0.00
Labor Totals:				Hours -	20.0
Equip Totals:				Hours -	50.0

Date: 04/22/2024 Foreman: DAVCOR Shift: 1					
Time Card:					
Production Quantities: 0.000					
DAVCOR	COREY DAVIS	FOREMAN	10.00	0.00	0.00
ST0296	2022 Ford F450 (NEED TO AD		10.00	0.00	0.00
EX0460	2019 1221 Yanmar VIO50-6A		10.00	0.00	0.00
FL0533	2013 Genie 8000# Reach		10.00	0.00	0.00
HR0107	2013 CAT H65 Mini Breaker		10.00	0.00	0.00
TR2302	2019 Load trail 83x14 Low Pro		10.00	0.00	0.00
KINSAM	SAM KING	CARPENTER	10.00	0.00	0.00
Labor Totals:				Hours -	20.0
Equip Totals:				Hours -	50.0

Cost Code Review

Cost Code: 970-36

FA - Loc 2 Added Concrete Demo an

LS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
Date: 04/23/2024 Foreman: DAVCOR Shift: 1					
Time Card:					
Production Quantities: 0.000					
DAVCOR	COREY DAVIS	FOREMAN	10.00	0.00	0.00
ST0296	2022 Ford F450 (NEED TO AD		10.00	0.00	0.00
EX0460	2019 1221 Yanmar VIO50-6A		10.00	0.00	0.00
FL0533	2013 Genie 8000# Reach		10.00	0.00	0.00
HR0107	2013 CAT H65 Mini Breaker		10.00	0.00	0.00
TR2302	2019 Load trail 83x14 Low Pro		10.00	0.00	0.00
KINSAM	SAM KING	CARPENTER	10.00	0.00	0.00
Labor Totals:				Hours -	20.0
Equip Totals:				Hours -	50.0

Date: 04/24/2024 Foreman: DAVCOR Shift: 1					
Time Card:					
Production Quantities: 0.000					
DAVCOR	COREY DAVIS	FOREMAN	2.00	0.00	0.00
ST0296	2022 Ford F450 (NEED TO AD		2.00	0.00	0.00
EX0460	2019 1221 Yanmar VIO50-6A		2.00	6.00	0.00
FL0533	2013 Genie 8000# Reach		2.00	6.00	0.00
HR0107	2013 CAT H65 Mini Breaker		2.00	6.00	0.00
TR2302	2019 Load trail 83x14 Low Pro		2.00	6.00	0.00
Labor Totals:				Hours -	2.0
Equip Totals:				Hours -	34.0

Cost Code Review

Cost Code: 970-36

FA - Loc 2 Added Concrete Demo an

LS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
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Date: 04/25/2024 Foreman: DAVCOR Shift: 1

Time Card:

Production Quantities: 0.000

DAVCOR	COREY DAVIS	FOREMAN	3.00	0.00	0.00
ST0296	2022 Ford F450 (NEED TO AD		3.00	0.00	0.00
EX0460	2019 1221 Yanmar VIO50-6A		3.00	0.00	0.00
FL0533	2013 Genie 8000# Reach		3.00	0.00	0.00
HR0107	2013 CAT H65 Mini Breaker		3.00	0.00	0.00
TR2302	2019 Load trail 83x14 Low Pro		3.00	0.00	0.00

Labor Totals:	Hours -	3.0
Equip Totals:	Hours -	15.0

Date: 08/19/2024 Foreman: DAVCOR Shift: 1

Time Card:

Production Quantities: 0.000

DAVCOR	COREY DAVIS	FOREMAN	4.00	0.00	0.00
EDDCOR	COREY EDDINGS	BACK01-15	3.00	0.00	0.00
PLAJAM	JAMES PLACEK	LABORERS	3.00	0.00	0.00

Labor Totals:	Hours -	10.0
Equip Totals:	Hours -	0.0

Total Production Quantity: 0.000 LS

Cost Code Review

Cost Code: 970-36

FA - Loc 2 Added Concrete Demo an

LS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
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Totals by individual items:

Employees:

DAVCOR	COREY DAVIS	FOREMAN	59.00	0.00	0.00
EDDCOR	COREY EDDINGS	BACK01-15	3.00	0.00	0.00
KINSAM	SAM KING	CARPENTER	50.00	0.00	0.00
PLAJAM	JAMES PLACEK	LABORERS	3.00	0.00	0.00

Totals:			115.00	0.00	0.00
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Equipment:

EX0460	2019 1221 Yanmar VIO50-6		55.00	6.00	0.00
FL0533	2013 Genie 8000# Reach		55.00	6.00	0.00
HR0107	2013 CAT H65 Mini Breaker		55.00	6.00	0.00
ST0296	2022 Ford F450 (NEED TO		55.00	0.00	0.00
TR2302	2019 Load trail 83x14 Low P		55.00	6.00	0.00

Totals:			275.00	24.00	0.00
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Materials:	Cost Type	Units	Received	Used
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Subcontracts:	Cost Type	Units	Received	Used
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Supplies:	Cost Type	Units	Received	Used
-----------	-----------	-------	----------	------

Misc 1:	Cost Type	Units	Received	Used
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Cost Code Review

Cost Code: 970-36 FA - Loc 2 Added Concrete Demo an LS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
Misc 2:			Cost Type	Units	Received
					Used
Misc 3:			Cost Type	Units	Received
					Used

NOTE:

Filters in effect:
All Foremen.
Cost Code = 970-36.
Dates >= 03/26/2014 and Dates <= 09/04/2024.



RENTAL RETURN INVOICE

232690394-001

Job site

WATER TREATMENT PLANT
6133 LAKE CHAPLAIN RD
MONROE WA 98272-7821

Office: 360-671-3936 Job: 360-671-3936

Customer # : 1282334
Invoice Date : 05/01/24
Rental Out : 04/16/24 09:00 AM
Rental In : 04/24/24 12:57 PM
UR Job Loc : 6133 LAKE CHAPLAIN R
UR Job # : 97
Customer Job ID:
P.O. # : 4221
Ordered By : JAMES JANDA
Reserved By : SOPHEAK HANG
Salesperson : CHRISTOPHER WARD

IMCO GENERAL CONSTRUCTION INC
2116 BUCHANAN LOOP
FERNDAL WA 98248-9801

Invoice Amount: \$1,898.69

Terms: Due Upon Receipt
Payment options: Contact our credit office 704-916-4959
REMIT TO: UNITED RENTALS (NORTH AMERICA),INC.
P.O. BOX 051122
LOS ANGELES CA 90074-1122

RENTAL ITEMS:

Qty	Equipment	Description	Minimum	Day	Week	4 Week	Amount
1	11823228	MINI EXCAVATOR 7400-9199# Make: TAKEUCHI Model: TB235-2CR Serial: 123605173 Meter out: 34.00 Meter in: 42.60	301.00	301.00	923.00	1,993.00	1,224.00
1	907/0545	MINI EXCAVATOR BUCKET 24"		26.00	82.00	164.00	108.00
1	907/0543	MINI EXCAVATOR BUCKET 24" SMOOTH					N/C

Rental Subtotal: 1,332.00

SALES/MISCELLANEOUS ITEMS:

Qty	Item	Price	Unit of Measure	Extended Amt.
1	WA HEAVY EQUIP. RENTAL TAX [DRSURWA/MCI]	21.625	EACH	21.63
1	DELIVERY CHARGE	199.000	EACH	199.00
1	PICKUP CHARGE	199.000	EACH	199.00

Sales/Misc Subtotal: 419.63

Agreement Subtotal: 1,751.63

Tax: 147.06

Total: 1,898.69

COMMENTS/NOTES:

CONTACT: JAMES JANDA
CELL#: 360-410-8919
CALL ON ARRIVAL

Effective February 1, 2024 and where permitted by law, United Rentals may impose a surcharge of 2.0% for credit card payments on charge accounts. This surcharge is not greater than our merchant discount rate for credit card transactions and is subject to sales tax.

NOTICE: This invoice is subject to the terms and conditions of the Rental and Service Agreement, which are available at <https://www.unitedrentals.com/legal/rental-service-terms-US> and which are incorporated herein by reference. A COPY OF THE RENTAL AND SERVICE AGREEMENT TERMS ARE AVAILABLE IN PAPER FORM UPON REQUEST.

**PLEASE INCLUDE THESE NUMBERS WITH
YOUR PAYMENT TO ENSURE PROPER CREDIT**



INVOICE DATE	CUSTOMER NO	INVOICE NUMBER
04/24/24	4109000	0002048573

SHIP TO IMCO GENERAL CONST
2116 BUCHANAN LOOP
FERNDAL WA 98248

ORDER # 0041429550-00				HDGD P/O #4221				TERMS NET 30 DAYS		BRN 001000		INITIALS RWG		PAGE 1	
ORDER DATE 04/24/24				GAS P/O # 4221				SHIP VIA WILL CALL		SLS FLEMIK		TERR NSOUND			
SHIPPING ORDER		ITEM	QTY SHIP'D	QTY B/O	CYLINDER		DESCRIPTION	UOM	UNIT PRICE	AMOUNT					
NUMBER	DATE				SHP'D	RET'D									
		** Location: 1000 **													
414295500424		SHR4501	1	0			STRIKER, 3-FLINT SHURLITE	EA	6.53	6.53					
414295500424		WYPKTC	1	0			TIP CLEANER, KING LONG WYPO	EA	4.00	4.00					
414295500424		WYPSTC	3	0			TIP CLEANER, STANDARD WYPO	EA	2.67	8.01					
							Subtotal			18.54					
							Cash/Dep Received			0.00					

Invoice

P.O. Box 627
Monroe, WA 98272

Phone # (360) 805-5283 Fax # (360) 925-3198

E-mail ar@wci-wa.com

IMCO Construction
2116 Bunchanan Loop
ferndale, wa 98248

Date	Invoice #
4/23/2024	79575

P.O. No.	Terms	Due Date
	Net 30	5/23/2024

[illegible]

Subtotal	\$1,300.00
Sales Tax (9.1%)	\$0.00
Total	\$1,300.00
Balance Due	\$1,300.00

WCI

18016 177th Ave SE

Monroe, WA 98272

360-805-5283 Office

360-794-9098 Fax

No 87882

Date

4/23/2024

Bill To:

Timeco

360 671 3936

Trucking Company:

mtc

Truck #

1

Job # / PO#:

Sold By

Total Billable Yds / Tons

☐ Check

☐ Cash

☐ Charge

Load	Yd/T	Description	Price	Amount
1	10	Clean Concrete		
2	10	Dusty Concrete		
3	10	" "		
4	10	" "		
5	10	" "		
6				
7		5 Loads		
8				
9				
10				
11				
12				
13				

Print

Tim Peak

Invoice

P.O. Box 627
Monroe, WA 98272

Phone # (360) 805-5283 Fax # (360) 925-3198

E-mail ar@wci-wa.com

IMCO Construction
2116 Bunchanan Loop
ferndale, wa 98248

Date	Invoice #
4/25/2024	79635

P.O. No.	Terms	Due Date
	Net 30	5/25/2024

Yards / Tons / Hours	Ticket #	Description	Price Per Yards/Ton/Hours	Amount
10	87857	MIXED LOAD: ..DIRT W/CONCRETE OR ASPHALT	25.00	250.00

Subtotal	\$250.00
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Sales Tax (9.1%)	\$0.00
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Total	\$250.00
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Balance Due	\$250.00
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WCI

18016 177th Ave SE

Monroe, WA 98272

360-805-5283 Office

360-794-9098 Fax

No 87857

Date

4/25/2024

Bill To:

Timco

Trucking Company:

Mountain Trucking Bx

Truck #

Job # / PO#:

213 Chapman Dam

360-621-3936

Sold By

Total Billable Yds / Tons

☐ Check

☐ Cash

☐ Charge

Load	Yd/T	Description	Price	Amount
1	10	Drift Concrete		
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				

Print

Tim Rank



ACF West, Inc.

Johnson Creek Industrial Park
8951 S.E. 76th Drive, Portland, OR 97206
Phone: 800-878-5115 Fax: 503-771-1161

INVOICE NO	
491079	E
INVOICE DATE	
4/25/24	

ORDER DATE	CUSTOMER PO #	SOLD BY	SHIPPED VIA	TERMS
4/25/24	4221	Tim Rice	Will Call	NET 30

S O L D T O	IMCO GENERAL CONST., INC.	IMC100	S H I P T O	ACF WEST INC GEOSYNTHETICS
	2116 BUCHANAN LOOP FERNDAL, WA 98248			Woodinville Corporate Center II, Bldg A, Suite 400 15540 Woodinville-Redmond RD Woodinville, WA 98072

ORDERED	B.O.	SHIPPED	ITEM NUMBER AND DESCRIPTION	UNIT	UNIT PRICE	UNIT DISC	EXTENSION
4	-	4	530009255 - Straw Wattle, Bio-Netting (Green) 9" x 25'	RL	\$32.00	\$0.00	\$128.00

Payment is due by May 25, 2024

Sale Amount:	\$128.00
Discount Amount:	\$0.00
Tax Amount:	\$0.00
Freight Amount:	\$0.00
Invoice Total:	\$128.00
Amount Paid:	\$0.00
Balance Due:	\$128.00

PLEASE PAY FROM THIS INVOICE--STATEMENTS ARE SENT BY REQUEST ONLY.

Invoices requiring corrections should be submitted to ACF West Inc. within a document's 30-day terms.

Thank you for your continued business.



**Bill To:**

IMCO General Construction, Inc.
2116 Buchanan Loop
Ferndale, WA 98248
Attn: Accounts Payable

Invoice # INV22677
Work Order: 30517
PO# 4221
Invoice date: Apr 24, 2024
Due date: May 24, 2024

Salesperson: Trevis Guthrie

Qty	Name	Description	Rate	Amount	Tax
4.5	X-Vac Truck & Operator	Vacuum Truck and Operator (5021)	\$280.00	\$1,260.00	Non
1	X-Service Date(s)	04/22/2024	\$0.00	\$0.00	Non
1	X-Tax Location Code	4205 - Everett - 8.50%	\$0.00	\$0.00	Non

Service Location:

Water Filter Plant - Portal 4 Impr.
6133 Lake Chaplain Rd
Monroe, WA 98272-7821

Subtotal \$1,260.00
Tax \$0.00
Total \$1,260.00
Deposit Paid: \$0.00
Balance Paid: \$0.00

Notes: PO# 4221

Hydro-x / potholing for utilities as directed for locates.

Disposal and water available onsite

Amount Due \$1,260.00

Please remit payment to:

New Restoration and Recovery Services, LLC
PO BOX 670612
Dallas, TX 75267-0612
1 (800) 945-4081

Terms

Net 30

Adjustments for EX0462 in Active 2022

September 27, 2022

Yanmar VIO50-6A

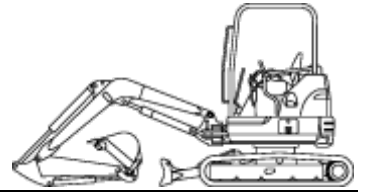
Crawler Mounted Compact Excavators

Size Class:

4.1 - 5.0 MTons

Weight:

N/A



Configuration for VIO50-6A

Horsepower
Operator Protection

39.0 hp
ROPS / FOPS

Operating Weight
Power Mode

10703.0 lbs
Diesel

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$6,055.00	USD \$1,695.00	USD \$425.00	USD \$64.00	USD \$27.39	USD \$61.79
Adjustments						
Region (Washington: 104.2%)	USD \$254.31	USD \$71.19	USD \$17.85	USD \$2.69		
Model Year (2020: 99.89%)	(USD \$7.06)	(USD \$1.98)	(USD \$0.50)	(USD \$0.07)		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)					-	
Total:	USD \$6,302.25	USD \$1,764.21	USD \$442.35	USD \$66.61	USD \$27.39	USD \$63.20

Non-Active Use Rates

Standby Rate

Hourly

USD \$17.90

Idling Rate

USD \$44.93

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	31%	USD \$1,877.05/mo
Overhaul (ownership)	42%	USD \$2,543.10/mo
CFC (ownership)	7%	USD \$423.85/mo
Indirect (ownership)	20%	USD \$1,211.00/mo
Fuel (operating) @ USD 5.70	33%	USD \$9.12/hr

Revised Date: 3rd quarter 2022

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book Print. Visit the Cost Recovery Product Guide on our Help page for more information.

The equipment represented in this report has been exclusively prepared for CHRIS PEACH
(BB@IMCOCONSTRUCTION.COM)

Adjustments for FL0534 in Active 2022

September 27, 2022

Genie GTH-844

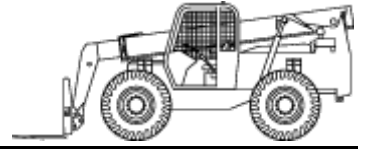
Telescoping Boom Rough Terrain Lift Trucks

Size Class:

3.6 - 3.9 MTons

Weight:

22320 lbs



Configuration for GTH-844

Base Capacity	8000.0 lbs	Horsepower	99.0 hp
Maximum Lift Height	528.0 in	Maximum Reach	324.0 in
Power Mode	Diesel		

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$13,565.00	USD \$3,800.00	USD \$950.00	USD \$145.00	USD \$54.33	USD \$131.40
Adjustments						
Region (Washington: 106.4%)	USD \$868.16	USD \$243.20	USD \$60.80	USD \$9.28		
Model Year (2014: 98.11%)	(USD \$272.83)	(USD \$76.43)	(USD \$19.11)	(USD \$2.92)		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)					-	
Total:	USD \$14,160.33	USD \$3,966.77	USD \$991.69	USD \$151.36	USD \$54.33	USD \$134.79

Non-Active Use Rates

	Hourly
Standby Rate	USD \$40.23
Idling Rate	USD \$96.33

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	22%	USD \$2,984.30/mo
Overhaul (ownership)	62%	USD \$8,410.30/mo
CFC (ownership)	4%	USD \$542.60/mo
Indirect (ownership)	12%	USD \$1,627.80/mo
Fuel (operating) @ USD 5.70	29%	USD \$15.87/hr

Revised Date: 3rd quarter 2022

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The equipment represented in this report has been exclusively prepared for CHRIS PEACH
(BB@IMCOCONSTRUCTION.COM)

Adjustments for HR0106 in Active 2022

September 27, 2022

BTI TB-285SS

Hydraulic Impact Breakers

Size Class:

601 - 800 flb

Weight:

N/A


Configuration for TB-285SS

Impact Energy

750.0 ft-lb

Power Mode

Hydraulic

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$1,245.00	USD \$350.00	USD \$88.00	USD \$13.00	USD \$3.95	USD \$11.02
Adjustments						
Region (Washington: 106.4%)	USD \$79.68	USD \$22.40	USD \$5.63	USD \$0.83		
Model Year (2012: 95.75%)	(USD \$56.35)	(USD \$15.84)	(USD \$3.98)	(USD \$0.59)		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (0%)					(USD \$3.95)	
Total:	USD \$1,268.33	USD \$356.56	USD \$89.65	USD \$13.24	USD \$0.00	USD \$7.21

Non-Active Use Rates

Standby Rate

Hourly

USD \$3.68

Idling Rate

USD \$7.21

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	39%	USD \$485.55/mo
Overhaul (ownership)	49%	USD \$610.05/mo
CFC (ownership)	3%	USD \$37.35/mo
Indirect (ownership)	9%	USD \$112.05/mo

Fuel cost data is not available for these rates.

Revised Date: 3rd quarter 2022

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The equipment represented in this report has been exclusively prepared for CHRIS PEACH
(BB@IMCOCONSTRUCTION.COM)

Adjustments for ST0295 in All Saved Models

October 16, 2023

Miscellaneous 4X4 1 1/2 360 CONV DIESEL

On-Highway Light Duty Trucks

Size Class:
300 hp & Over
 Weight:
N/A



Configuration for 4X4 1 1/2 360 CONV DIESEL

Axle Configuration	4X4	Cab Type	Conventional
Horsepower	360.0	Power Mode	Diesel
Ton Rating	1 1/2		

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$1,230.00	USD \$345.00	USD \$86.00	USD \$13.00	USD \$23.48	USD \$30.47
Adjustments						
Region (Washington: 103.7%)	USD \$45.51	USD \$12.77	USD \$3.18	USD \$0.48		
Model Year (2022: 99.97%)	(USD \$0.34)	(USD \$0.10)	(USD \$0.02)	(USD \$0.00)		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (100%)					-	
Total:	USD \$1,275.17	USD \$357.67	USD \$89.16	USD \$13.48	USD \$23.48	USD \$30.73

Non-Active Use Rates

	Hourly
Standby Rate	USD \$5.65
Idling Rate	USD \$26.21

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	56%	USD \$688.80/mo
Overhaul (ownership)	22%	USD \$270.60/mo
CFC (ownership)	10%	USD \$123.00/mo
Indirect (ownership)	12%	USD \$147.60/mo
Fuel (operating) @ USD 4.39	80.75%	USD \$18.96/hr

Revised Date: 4th quarter 2023

These are the most accurate rates for the selected Revision Date(s). However, due to more frequent online updates, these rates may not match Rental Rate Blue Book Print. Visit the Cost Recovery Product Guide on our Help page for more information.

The equipment represented in this report has been exclusively prepared for CHRIS PEACH
 (cpeach@imcoconstruction.com)

Adjustments for TR2302 in Active 2022

September 27, 2022

Miscellaneous 25 TON

Tilt Deck Utility Trailers

Size Class:

All

Weight:

9000 lbs



Configuration for 25 TON

Capacity	25.0 t	Deck Length	18' - 25'
Number Of Axles	3.0	Number Of Tires	12.0
Power Mode	Manual		

Blue Book Rates

** FHWA Rate is equal to the monthly ownership cost divided by 176 plus the hourly estimated operating cost.

	Ownership Costs				Estimated Operating Costs	FHWA Rate**
	Monthly	Weekly	Daily	Hourly	Hourly	Hourly
Published Rates	USD \$1,225.00	USD \$345.00	USD \$86.00	USD \$13.00	USD \$4.86	USD \$11.82
Adjustments						
Region (Washington: 103.6%)	USD \$44.10	USD \$12.42	USD \$3.10	USD \$0.47		
Model Year (2019: 99.19%)	(USD \$10.27)	(USD \$2.89)	(USD \$0.72)	(USD \$0.11)		
Adjusted Hourly Ownership Cost (100%)	-	-	-	-		
Hourly Operating Cost (0%)					(USD \$4.86)	
Total:	USD \$1,258.83	USD \$354.53	USD \$88.37	USD \$13.36	USD \$0.00	USD \$7.15

Non-Active Use Rates

Standby Rate	Hourly	USD \$5.36
Idling Rate		USD \$7.15

Rate Element Allocation

Element	Percentage	Value
Depreciation (ownership)	51%	USD \$624.75/mo
Overhaul (ownership)	25%	USD \$306.25/mo
CFC (ownership)	4%	USD \$49.00/mo
Indirect (ownership)	20%	USD \$245.00/mo

Fuel cost data is not available for these rates.

Revised Date: 3rd quarter 2022

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(BB@IMCOCONSTRUCTION.COM)

Materials					
Vendor	Description	Unit	Qty	Price	Amount
United Rentals	Mini Excavator	LS	1	\$ 1,898.69	\$ 1,898.69
Central Welding Supply	3-Flint Shurlite Striker and Standard Wypo Tip Cleaner	LS	1	\$ 20.28	\$ 20.28
Wetlands Creation	Clean Concrete and a Mixed Load of Dirt	LS	1	\$ 1,300.00	\$ 1,300.00
Wetlands Creation	Mixed Load of Dirt	LS	1	\$ 250.00	\$ 250.00
ACF West	Straw Wattle, Bio-Netting	RL	4	\$ 32.00	\$ 128.00

Total \$ 3,596.97

WFP Emergency Generator - IMCO General Construction - Addition of Tee and Valve on Location 2 Fuel Pump

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	Add a tee and valve on the location 2 fuel pump.					
LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
TOTAL LABOR \$						
29% MARKUP FOR FORCE ACCOUNT LABOR						
SUBTOTAL LABOR \$						
MATERIALS		UNIT	QTY	PRICE	AMOUNT	
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)		VENDOR				
TOTAL MATERIALS \$						
21% MARKUP FOR FORCE ACCOUNT MATERIALS						
SUBTOTAL MATERIALS \$						
EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						
Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT	
NAME	DESCRIPTION					
Shinn Mechanical	Additional fuel cabinet work	LS	1.00	2472.00	2472.00	
TOTAL SUBCONTRACTOR \$						2472.00
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT						296.64
SUBTOTAL EQUIPMENT \$						2768.64
IMCO / Mitchell Soresstad		City of Everett / Bill Fisher			TOTAL \$	2768.64
SUBMITTED BY - CONTRACTOR/ PRINT NAME		REQUIRED - OWNER REP./ PRINT NAME				
SUBMITTED BY - CONTRACTOR/ SIGN & DATE		REQUIRED - OWNER REP./ SIGNATURE & DATE			GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:		Work witnessed but entitlement to be paid as extra work has not been determined				
The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.						
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer						



August 29, 2024

Re: IMCO – WFP Generator - Everett
Job Number 22-3706
22-3706 - COP #007 (Additional Fuel Cabinet Work)

To: IMCO Construction
2116 Buchanan Loop
Ferndale, WA 98248

Attn: Mitchell Sorestad

Description: We are pleased to present you with our proposal to provide additional fuel cabinet work per owner request.

Cost: \$ 986.00

Exclusions:

- Construction Schedule Impacts
- Electrical
- Overtime or Shift Labor
- Washington State Sales Tax

If you have any questions associated with this proposal, please feel free to contact us at (425) 203-9800.

Sincerely,

A handwritten signature in blue ink, appearing to read "Trey Shinn".

Trey Shinn
Shinn Mechanical, Inc.



August 29, 2024

Re: IMCO – WFP Generator - Everett
Job Number 22-3706
22-3706 - COP #008 (Core Drilling for Exhaust Thimble Location 2)

To: IMCO Construction
2116 Buchanan Loop
Ferndale, WA 98248

Attn: Mitchell Sorestad

Description: We are pleased to present you with our proposal to provide additional fuel cabinet work per owner request.

Cost: \$ 1,486.00

Exclusions:

- Construction Schedule Impacts
- Electrical
- Overtime or Shift Labor
- Washington State Sales Tax

If you have any questions associated with this proposal, please feel free to contact us at (425) 203-9800.

Sincerely,

A handwritten signature in blue ink, appearing to read "Trey Shinn".

Trey Shinn
Shinn Mechanical, Inc.

WFP Emergency Generator - IMCO General Construction - Slab and Pin Pile Redesign

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	Revise the original structural design for the generator floor and pin pile system at Location 2.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
TOTAL LABOR \$						
29% MARKUP FOR FORCE ACCOUNT LABOR						
SUBTOTAL LABOR \$						

MATERIALS		VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)						
#4, #5, and #6 GR60 Rebar		White Cap	LS	1.0	1552.87	1552.87
TOTAL MATERIALS \$						1552.87
21% MARKUP FOR FORCE ACCOUNT MATERIALS						326.10
SUBTOTAL MATERIALS \$						1878.97

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
Reid Middleton	Pin Pile Layout and Slab Redesign	LS	1.00	13500.00	13500.00
ACS	Design Professional Services	LS	1.00	412.00	412.00
TOTAL SUBCONTRACTOR \$					13912.00
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					1669.44
SUBTOTAL EQUIPMENT \$					15581.44

IMCO / Mitchell Soresstad	City of Everett / Bill Fisher	TOTAL \$	17460.41
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.			
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer			



White Cap, L.P.
PO Box 4944
Orlando, FL 32802-4944

BRANCH ADDRESS

062 - MARYSVILLE

(360) 658-5701
3525 136TH ST NE SUITE A
MARYSVILLE WA 98271
SNOHOMISH

INVOICE**INVOICE NUMBER**

50027396786

INVOICE DATE

07/10/2024

CUSTOMER PO NUMBER

6133

TO VIEW AND PAY ONLINE GO TO:

<http://whitecap.billtrust.com>

ENROLLMENT TOKEN:

KTX LMG KFF

TERRITORY:

SHIP TO: 10003822129

MAKE CHECKS PAYABLE TO:

White Cap, L.P.
P.O. BOX 6040
CYPRESS, CA 90630-0040

ACCOUNT # 8807000

IMCO GENERAL
2116 BUCHANAN LOOP
FERNDAL WA 98248

CHAPLAIN LAKE 4221
LAKE CHAPLAIN RD @ CHAPLAIN LAKE
MONROE WA 98272

ORDER DATE		ORDER NO.	ORDERED BY	ACCOUNT MANAGER			TAKEN BY		
07/09/2024		60404746	JEREMIAH STERLING	PATTERSON, DAVID J			GUNTER, SHAUN C		
BRANCH		ACCT JOB NO.	TERMS	SHIP VIA / ROUTING				CUSTOMER JOB NO.	
062		10003822129	NET 30 DAYS	2. OUR TRUCK				CHAPLAIN LAKE 4221	
LINE	PART NUMBER	DESCRIPTION	QTY ORD	UNIT PRICE	QTY BKO	QTY SHP	EXTENDED PRICE	TAX AMT	
0	HDRDESC	***** DELIVERY TAG#: 30324528 *****	1	0	0	1	0.00		
1	43552060	#5 GR60 5/8"X20' REBAR SOLD/PC	30	15.39 EA	0	30	461.70	0.00	
<div>The White Cap Family of Brands includes All-Tex Waterproofing Solutions, Harmac, Kenseal, Marvel Building & Masonry Supply, MASONPRO, Williams Equipment & Supply, Valley Supply Co, and Diamond Tool. Learn more at About.WhiteCap.com</div> <div>Pay your invoices online by visiting: https://whitecap.billtrust.com</div> <div>Sales Tax Exemption Questions or Certificates: TaxExemptCredit@whitecap.com</div> <div>THESE ITEMS ARE CONTROLLED BY THE U.S. GOVERNMENT AND AUTHORIZED FOR EXPORT ONLY TO THE COUNTRY OF ULTIMATE DESTINATION FOR USE BY THE ULTIMATE CONSIGNEE OR END-USER(S) HEREIN IDENTIFIED. THEY MAY NOT BE RESOLD, TRANSFERRED OR OTHERWISE DISPOSED OF TO ANY OTHER COUNTRY OR ANY PERSON OTHER THAN THE AUTHORIZED ULTIMATE CONSIGNEE OR END-USER(S), EITHER IN THEIR ORIGINAL FORM OR AFTER BEING INCORPORATED INTO OTHER ITEMS, WITHOUT FIRST OBTAINING APPROVAL FROM THE U.S. GOVERNMENT OR AS OTHERWISE AUTHORIZED BY U.S. LAW AND REGULATIONS.</div>									
For questions regarding this invoice please call (888) 888-9580					TOTAL GROSS		461.70		
NO REFUNDS OR EXCHANGES ON NON STOCK MERCHANDISE					TOTAL TAX		0.00		
Visit https://www.whitecap.com/terms/terms-conditions-of-sale-terms to view complete terms and conditions.					TOTAL SHIPPING AND HANDLING		0.00		
RECEIVED BY: JEREMIAH					TOTAL INVOICE		461.70		
SIGNATURE COPY ON FILE									



White Cap, L.P.
PO Box 4944
Orlando, FL 32802-4944

BRANCH ADDRESS

062 - MARYSVILLE

(360) 658-5701
3525 136TH ST NE SUITE A
MARYSVILLE WA 98271
SNOHOMISH

INVOICE**INVOICE NUMBER**

50027464983

INVOICE DATE

07/15/2024

CUSTOMER PO NUMBER

4211

TO VIEW AND PAY ONLINE GO TO:

<http://whitecap.billtrust.com>

ENROLLMENT TOKEN:

KTX LMG KFF

TERRITORY:

SHIP TO: 10003822129

MAKE CHECKS PAYABLE TO:

White Cap, L.P.
P.O. Box 4852
ORLANDO, FL 32802-4852

ACCOUNT # 8807000

IMCO GENERAL
2116 BUCHANAN LOOP
FERNDAL WA 98248

CHAPLAIN LAKE 4221
LAKE CHAPLAIN RD @ CHAPLAIN LAKE
MONROE WA 98272

ORDER DATE		ORDER NO.	ORDERED BY	ACCOUNT MANAGER		TAKEN BY		
07/11/2024		60461364	JAMES JANDA	PATTERSON, DAVID J		LELAND, MARK		
BRANCH		ACCT JOB NO.	TERMS	SHIP VIA / ROUTING			CUSTOMER JOB NO.	
062		10003822129	NET 30 DAYS	2. OUR TRUCK			CHAPLAIN LAKE 4221	
LINE	PART NUMBER	DESCRIPTION	QTY ORD	UNIT PRICE	QTY BKO	QTY SHP	EXTENDED PRICE	TAX AMT
0	HDRDESC	***** DELIVERY TAG#: 30389653 SHIPPING NOTES: ** REPRINT, CHANGED #6 REBAR QTY ** *****	1	0	0	1	0.00	
1	43542060	#4 GR60 1/2"X20' REBAR SOLD/PC	8	9.89 EA	0	8	79.12	0.00
2	43562060	#6 GR60 3/4"X20' REBAR SOLD/PC	45	22.49 EA	0	45	1,012.05	0.00
<div>The White Cap Family of Brands includes All-Tex Waterproofing Solutions, Harmac, Kenseal, Marvel Building & Masonry Supply, MASONPRO, Williams Equipment & Supply, Valley Supply Co, and Diamond Tool. Learn more at About.WhiteCap.com</div> <div>Pay your invoices online by visiting: https://whitecap.billtrust.com</div> <div>Sales Tax Exemption Questions or Certificates: TaxExemptCredit@whitecap.com</div> <div>THESE ITEMS ARE CONTROLLED BY THE U.S. GOVERNMENT AND AUTHORIZED FOR EXPORT ONLY TO THE COUNTRY OF ULTIMATE DESTINATION FOR USE BY THE ULTIMATE CONSIGNEE OR END-USER(S) HEREIN IDENTIFIED. THEY MAY NOT BE RESOLD, TRANSFERRED OR OTHERWISE DISPOSED OF TO ANY OTHER COUNTRY OR ANY PERSON OTHER THAN THE AUTHORIZED ULTIMATE CONSIGNEE OR END-USER(S), EITHER IN THEIR ORIGINAL FORM OR AFTER BEING INCORPORATED INTO OTHER ITEMS, WITHOUT FIRST OBTAINING APPROVAL FROM THE U.S. GOVERNMENT OR AS OTHERWISE AUTHORIZED BY U.S. LAW AND REGULATIONS.</div>								
For questions regarding this invoice please call (888) 888-9580					TOTAL GROSS		1,091.17	
NO REFUNDS OR EXCHANGES ON NON STOCK MERCHANDISE Visit https://www.whitecap.com/terms/terms-conditions-of-sale-terms to view complete terms and conditions.					TOTAL TAX		0.00	
					TOTAL SHIPPING AND HANDLING		0.00	
RECEIVED BY: JEREMIAH					TOTAL INVOICE		1,091.17	
SIGNATURE COPY ON FILE								

August 9, 2024
File No.: 262024.042

Client No. 5502
Invoice No. 2408004

IMCO General Construction, Inc.
2116 Buchanan Loop
Ferndale, WA 98248

Subconsultant Agreement #4221016

Attention: Mitchell Sorestad

mmt

INVOICE

Everett WFP Emergency Generator
City of Everett Public Works

Professional services through August 2, 2024

	Contract Amount	Percent Complete	Earned to Date	Previously Invoiced	Due this Invoice
Revise Pin Pile Layout and the Concrete Slab Design	13,500.00	100%	13,500.00	10,800.00	2,700.00
	13,500.00	100%	13,500.00	10,800.00	
Amount Due				\$	2,700.00

Please remit to: 728 134th Street SW, Ste. 200, Everett, WA 98204

TERMS: Due 30 days after invoice date. Past due balances accrue interest at the rate of 12% per annum.



Phone: 206-287-9900

May 31, 2024

IMCO General Construction, Inc.
2116 Buchanan Loop
Ferndale, WA 98248

Invoice# 96952

Our file# 16144-1

Billing through 05/31/2024

Advisory

PROFESSIONAL SERVICES

05/03/2024	LKT	Email with CJ re review of design build provisions	0.40 hrs.	206.00
05/06/2024	LKT	(City of Everett) Continue to identify potential design build language; Call with CJ and Mitchell re background on deal and potential change order	0.60 hrs.	309.00
05/07/2024	LKT	(City of Everett) Review draft change verification and email with Mitchell	0.20 hrs.	103.00
05/09/2024	LKT	(Bliss Dam - Release revisions) Review email from Jim re release and revisions proposed; Email to Jim and call re the same	0.40 hrs.	206.00
05/10/2024	LKT	(Bliss Dam) Call with Jim re revisions and strategy re approach	0.30 hrs.	154.50
05/13/2024	LKT	(Simplot) Review email, background, and brief review of comments from Fred; Respond to the same	0.30 hrs.	154.50
05/15/2024	LKT	(Simplot) Review comments and proposed revisions/issues; Draft language or alternatives; Email to Fred; Call with Fred and Tyler; Follow up drafting agreement	1.70 hrs.	875.50
05/16/2024	LKT	(Simplot) Call with Simplot/IMCO re contract revisions	1.50 hrs.	772.50

Terms: Net 30 Days

Tax ID # 20-5640615

05/17/2024	LKT	(Simplot) Review revisions, draft input; Email to Tyler/Jim/Fred;	0.60 hrs.	309.00
05/21/2024	LKT	(Simplot) Review emal from Fred; Review of new document and initial comparison; Discussion with Mason re further comparison/review	0.60 hrs.	309.00
05/21/2024	MDF	Discussed Contract revisions with LW (Simplot)	0.30 hrs.	97.50
05/22/2024	LKT	(Simplot) Continue to review new document and identify revisions; Review SOW from Republic	1.70 hrs.	875.50
05/22/2024	MDF	Reviewed and analyzed Master service agreement and statement of work; Noted changes between the short form and long form (simplot)	4.70 hrs.	1,527.50
05/23/2024	LKT	(JRS) Call with Tyler/Fred re review of document	1.00 hrs.	515.00
05/24/2024	LKT	(Simplot) Review revised agreement; Call with Tyler re input and next steps; Review document and draft response	0.80 hrs.	412.00
05/28/2024	LKT	Call with Tyler; Review revisions and discuss the same and next steps	0.40 hrs.	206.00
05/30/2024	LKT	(Simplot) Continue to review SOW document and draft revisions, comments, and additional outline email re the same	1.60 hrs.	824.00

Total Professional Services:

\$7,856.50

SUMMARY

Total Professional Services	\$7,856.50
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Total Expenses	\$0.00
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Total of new charges for this invoice	\$7,856.50
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Balance Forward	\$0.00
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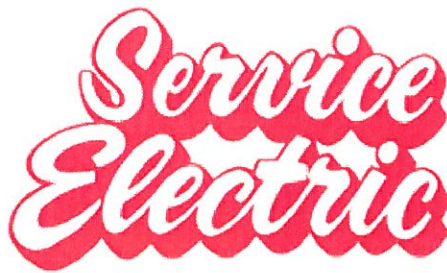
Total Balance Now Due (including any past invoices):	\$7,856.50
--	------------

OUTSTANDING INVOICE SUMMARY

Invoice#	Date	Invoice Amount	Invoice Balance
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WFP Emergency Generator - IMCO General Construction - Location #3 Phase 1 Payment

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	Complete location 3 work.					
LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
TOTAL LABOR \$						
29% MARKUP FOR FORCE ACCOUNT LABOR						
SUBTOTAL LABOR \$						
MATERIALS		VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)						
TOTAL MATERIALS \$						
21% MARKUP FOR FORCE ACCOUNT MATERIALS						
SUBTOTAL MATERIALS \$						
EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						
Subcontractor		UNIT	QTY	UNIT PRICE		AMOUNT
NAME	DESCRIPTION					
Service Electric	Location 3 work	LS	1.00	11250.53		11250.53
TOTAL SUBCONTRACTOR \$						11250.53
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT						1350.06
SUBTOTAL EQUIPMENT \$						12600.59
IMCO / Mitchell Soresstad		City of Everett / Bill Fisher			TOTAL \$	12600.59
SUBMITTED BY - CONTRACTOR/ PRINT NAME		REQUIRED - OWNER REP./ PRINT NAME				
SUBMITTED BY - CONTRACTOR/ SIGN & DATE		REQUIRED - OWNER REP./ SIGNATURE & DATE			GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:		Work witnessed but entitlement to be paid as extra work has not been determined				
The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.						
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer						



May 6, 2023

Mr. Mitch Sorestad
IMCO General Construction, Inc.
2116 Buchanan Loop
Ferndale, WA 98248
Ph: 360-305-9869

RE: Service Electric Co., Inc., SECO #5513 Proposal #14
Job: Water Filter Plant Emergency Generator Replacement - UP #3587

Dear Mr. Sorestad:

Service Electric Co., Inc., has performed the following work per the terms stated below:

Description of work: **Location 3 work completed and materials on hand through 4/19/24. Full description of work on page 2.**

Jack Grove	9 MH @	\$76.94	per hr.	\$692.46
Jon Leach	12 MH @	\$101.53	per hr.	\$1,218.36
31% Markup				\$592.35
Materials				6,599.22
21% Markup				1,385.84
Equipment				630.00
21% Markup				132.30

GRAND TOTAL

\$11,250.53

Your cooperation in expediting the written change order would be appreciated, as the work above has been completed.

Very truly yours,

Jack Grove - Cell: 425-508-7273

ACKNOWLEDGEMENT: The price stated for the above proposal is acceptable for the work to be performed. The value of the work completed to the date of the next requisition will be billed on that requisition.

DATE: _____ AUTHORIZED SIGNATURE: _____

5/7/2024

Jack Grove

From: CSI Customer Service <store@csidesigns.com>
Sent: Tuesday, March 19, 2024 11:28 AM
To: Jack Grove
Subject: Order Confirmation #0000150720



Order No - 0000150720

Ship To Address

First name Jack
Last name Grove
Email jack@secoinc.com
Phone 4255087273
Address 1615 1ST ST
City SNOHOMISH
State WA
Zip 98290-2618
Country United States

Detail

Purchase Order*	5513	Total Order Weight	1.84
Payment Terms	Credit Card	Carrier & Service	UPS Ground

Product Information	Price	Quantity	Total
PT4-000	\$56.29		
PIPETITE WALL BOOT SIZE 4 PRECUT 2.76" - 5.31"	Taxes \$19.16 - 9.30%	4 / EA	\$225.16

Total:	\$206.00
Freight Cost:	\$23.37
Order Total:	\$229.37
Total Tax:	\$21.33



INVOICE - ORIGINAL

Page 1 of 1

CUSTOMER NUMBER	INVOICE DATE	PACKING SLIP NO.	INVOICE NUMBER
67875-01	04/10/2024	07297403	077498
BRANCH CODE	CUSTOMER ORDER NUMBER		ORDERED BY
6101	910914-60363		

REMIT TO:

WESCO RECEIVABLES CORP
WESCO DBA:WESCO/KVA/MODERN
PO BOX 910465
PASADENA CA 91110-0465

SOLD TO:

SERVICE ELECTRIC CO INC
PO BOX 1489
SNOHOMISH WA 982911489

SHIP TO:

SERVICE ELECTRIC
1615 FIRST STREET
SNOHOMISH, WA 98290

For Inquiries: Pope, Fran Fran.Pope@wescodist.com

RETURN MATERIAL WILL NOT BE ACCEPTED WITHOUT AUTHORIZATION

PROJECT NAME	PROJECT NUMBER	SHIP DATE	ROUTING	FOB	SHIPPING TERMS	B/L	INV. REQ.
		04/10/2024	WESCO-Truc		PREPAID-NO CHARGE	N	

LINE NO.	CATALOG NUMBER AND DESCRIPTION	ID NUMBER	QUANTITY		UNIT PRICE	UOM	SELLING PRICE		EXTENSION
			QUANTITY SHIPPED	BALANCE DUE			DISCOUNT		
							TRADE	CASH	
010	DELIVER TO SHOP	88536300295	1	0	41.914	E	0.00	0	41.91
011	ATTN: JON LEACH								
012	JON - 425-322-8685								
045	LXC 1773006 4-1/2 BI-METAL H-SAW								
TRK: * W6101000139577 PKG: 07297403 QTY: 1									
WGT: 2.0									
SUB TOTAL									41.91

TERMS	YOU MAY DEDUCT IF PAID WITHIN 10 DAYS - NET 30 DAYS >	0.00	TOTAL >	41.91
PAST DUE ACCOUNTS SUBJECT TO CHARGE OF 1.5% OR MAXIMUM PERMITTED BY LAW				

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY WESCO'S STANDARD TERMS, BUYER AGREES THAT THE ACKNOWLEDGEMENT AND ACCEPTANCE OF THIS INVOICE WILL BE GOVERNED BY WESCO'S TERMS AND CONDITIONS AVAILABLE AT [HTTP://WWW.WESCO.COM/TERMS_AND_CONDITIONS_OF_SALE.PDF](http://www.wesco.com/terms_and_conditions_of_sale.pdf), AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS INVOICE IF YOU REQUIRE A PRINTED COPY.



INVOICE - ORIGINAL

CUSTOMER NUMBER	INVOICE DATE	PACKING SLIP NO.	INVOICE NUMBER
67875-01	04/10/2024	07297402	077497
BRANCH CODE	CUSTOMER ORDER NUMBER		ORDERED BY
6101	910914-60363		

REMIT TO:
WESCO RECEIVABLES CORP
WESCO DBA:WESCO/KVA/MODERN
PO BOX 910465
PASADENA CA 91110-0465

SOLD TO:

SERVICE ELECTRIC CO INC
PO BOX 1489
SNOHOMISH WA 982911489

SHIP TO:
SERVICE ELECTRIC
1615 FIRST STREET
SNOHOMISH, WA 98290

For Inquiries: Pope, Fran Fran.Pope@wescodist.com

RETURN MATERIAL WILL NOT BE ACCEPTED WITHOUT AUTHORIZATION

PROJECT NAME	PROJECT NUMBER	SHIP DATE	ROUTING	FOB	SHIPPING TERMS	B/L	INV. REQ.
		04/10/2024	WESCO-Truc		PREPAID-NO CHARGE	N	

LINE NO.	CATALOG NUMBER AND DESCRIPTION	ID NUMBER	QUANTITY		UNIT PRICE	UOM	SELLING PRICE		EXTENSION
			QUANTITY SHIPPED	BALANCE DUE			DISCOUNT		
							TRADE	CASH	
010	DEL TO SHOP - WED 4/10	78473110012	7	0	6,870.239	C	0.00	0	480.92
011	ATTN: JON LEACH								
012	JON - 425-322-8685								
035	CRS ST-10 CH MYERS 4 ZINC CONDUIT H								
TRK: * W6101000139550 PKG: 07297402 QTY: 7									
WGT: 25.0									
SUB TOTAL									480.92

TERMS	YOU MAY DEDUCT IF PAID > WITHIN 10 DAYS - NET 30 DAYS	0.00	TOTAL >	480.92
PAST DUE ACCOUNTS SUBJECT TO CHARGE OF 1.5% OR MAXIMUM PERMITTED BY LAW				

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY WESCO'S STANDARD TERMS, BUYER AGREES THAT THE ACKNOWLEDGEMENT AND ACCEPTANCE OF THIS INVOICE WILL BE GOVERNED BY WESCO'S TERMS AND CONDITIONS AVAILABLE AT [HTTP://WWW.WESCO.COM/TERMS_AND_CONDITIONS_OF_SALE.PDF](http://www.wesco.com/terms_and_conditions_of_sale.pdf), AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS INVOICE IF YOU REQUIRE A PRINTED COPY.



INVOICE - ORIGINAL

Page 1 of 1

CUSTOMER NUMBER	INVOICE DATE	PACKING SLIP NO.	INVOICE NUMBER
67875-01	04/10/2024	07297401	076821
BRANCH CODE	CUSTOMER ORDER NUMBER		ORDERED BY
6101	910914-60363		

REMIT TO:

WESCO RECEIVABLES CORP
WESCO DBA:WESCO/KVA/MODERN
PO BOX 910465
PASADENA CA 91110-0465

SOLD TO:

SERVICE ELECTRIC CO INC
PO BOX 1489
SNOHOMISH WA 982911489

SHIP TO:

SERVICE ELECTRIC
1615 FIRST STREET
SNOHOMISH, WA 98290

For Inquiries: Pope, Fran Fran.Pope@wescodist.com

RETURN MATERIAL WILL NOT BE ACCEPTED WITHOUT AUTHORIZATION

PROJECT NAME	PROJECT NUMBER	SHIP DATE	ROUTING	FOB	SHIPPING TERMS	B/L	INV. REQ.
		04/10/2024	WESCO-Truc		PREPAID-NO CHARGE	N	

LINE NO.	CATALOG NUMBER AND DESCRIPTION	ID NUMBER	QUANTITY		UNIT PRICE	UOM	SELLING PRICE		EXTENSION
			QUANTITY SHIPPED	BALANCE DUE			DISCOUNT		
							TRADE	CASH	
010	DEL TO SHOP - WED 4/10								
011	ATTN: JON LEACH								
012	JON - 425-322-8685								
030	CONDUIT 4-IN-GALV-STEEL RIGID COND	78001000110	20	0	2,836.508	C	0.00	0	567.30
050	WIRE BARE-SD-4/0-19STR-CU-2500R	78010033795	0	100	4,064.022	M	0.00	0	0.00
051	XDC=1 X 100'								
055	WIRE XHHW-600-BLK-61STR-CU-2000R	78010024273	0	400	11,958.214	M	0.00	0	0.00
056	XDC=4 X 100'								
TRK: * W6101000139595 PKG: 07297401 QTY: 20									
WGT: 150.0									
SUB TOTAL									567.30

TERMS	YOU MAY DEDUCT IF PAID WITHIN 10 DAYS - NET 30 DAYS	>	0.00	TOTAL >	567.30
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PAST DUE ACCOUNTS SUBJECT TO CHARGE OF 1.5% OR MAXIMUM PERMITTED BY LAW

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY WESCO'S STANDARD TERMS, BUYER AGREES THAT THE ACKNOWLEDGEMENT AND ACCEPTANCE OF THIS INVOICE WILL BE GOVERNED BY WESCO'S TERMS AND CONDITIONS AVAILABLE AT [HTTP://WWW.WESCO.COM/TERMS_AND_CONDITIONS_OF_SALE.PDF](http://www.wesco.com/terms_and_conditions_of_sale.pdf), AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS INVOICE IF YOU REQUIRE A PRINTED COPY.



INVOICE - ORIGINAL

CUSTOMER NUMBER	INVOICE DATE	PACKING SLIP NO.	INVOICE NUMBER
67875-01	04/11/2024	07297404	079313
BRANCH CODE	CUSTOMER ORDER NUMBER		ORDERED BY
6101	910914-60363		

REMIT TO:
WESCO RECEIVABLES CORP
WESCO DBA:WESCO/KVA/MODERN
PO BOX 910465
PASADENA CA 91110-0465

SOLD TO:

SERVICE ELECTRIC CO INC
PO BOX 1489
SNOHOMISH WA 982911489

SHIP TO:

SERVICE ELECTRIC
1615 FIRST STREET
SNOHOMISH, WA 98290

For Inquiries: Pope, Fran Fran.Pope@wescodist.com

RETURN MATERIAL WILL NOT BE ACCEPTED WITHOUT AUTHORIZATION

PROJECT NAME	PROJECT NUMBER	SHIP DATE	ROUTING	FOB	SHIPPING TERMS	B/L	INV. REQ.
		04/11/2024	WESCO-Truc		PREPAID-NO CHARGE	N	

LINE NO.	CATALOG NUMBER AND DESCRIPTION	ID NUMBER	QUANTITY		UNIT PRICE	UOM	SELLING PRICE		EXTENSION
			QUANTITY SHIPPED	BALANCE DUE			TRADE	CASH	
010	DELIVER TO SHOP								
011	ATTN: JON LEACH								
012	JON - 425-322-8685								
050	WIRE BARE-SD-4/0-19STR-CU-2500R	78010033795	100	0	4,064.022	M	0.00	0	406.40
051	XDC=1 X 100'								
055	WIRE XHHW-600-BLK-61STR-CU-2000R	78010024273	400	0	11,958.214	M	0.00	0	4,783.29
056	XDC=4 X 100'								
TRK: * W6101000139690 PKG: 07297404 QTY: 500 WGT: 800.0									
SUB TOTAL									5,189.69

TERMS	YOU MAY DEDUCT IF PAID WITHIN 10 DAYS - NET 30 DAYS >	0.00	TOTAL >	5,189.69
PAST DUE ACCOUNTS SUBJECT TO CHARGE OF 1.5% OR MAXIMUM PERMITTED BY LAW				

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY WESCO'S STANDARD TERMS, BUYER AGREES THAT THE ACKNOWLEDGEMENT AND ACCEPTANCE OF THIS INVOICE WILL BE GOVERNED BY WESCO'S TERMS AND CONDITIONS AVAILABLE AT [HTTP://WWW.WESCO.COM/TERMS_AND_CONDITIONS_OF_SALE.PDF](http://www.wesco.com/terms_and_conditions_of_sale.pdf), AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS INVOICE IF YOU REQUIRE A PRINTED COPY.



INVOICE - ORIGINAL

Page 1 of 1

CUSTOMER NUMBER	INVOICE DATE	PACKING SLIP NO.	INVOICE NUMBER
67875-01	04/12/2024	07297405	081036
BRANCH CODE	CUSTOMER ORDER NUMBER		ORDERED BY
6101	910914-60363		

REMIT TO:

WESCO RECEIVABLES CORP
WESCO DBA:WESCO/KVA/MODERN
PO BOX 910465
PASADENA CA 91110-0465

SOLD TO:

SERVICE ELECTRIC CO INC
PO BOX 1489
SNOHOMISH WA 982911489

SHIP TO:

SERVICE ELECTRIC
1615 FIRST STREET
SNOHOMISH, WA 98290

For Inquiries: Pope, Fran Fran.Pope@wescodist.com

RETURN MATERIAL WILL NOT BE ACCEPTED WITHOUT AUTHORIZATION

PROJECT NAME	PROJECT NUMBER	SHIP DATE	ROUTING	FOB	SHIPPING TERMS	B/L	INV. REQ.
		04/12/2024	WESCO-Truc		PREPAID-NO CHARGE	N	

LINE NO.	CATALOG NUMBER AND DESCRIPTION	ID NUMBER	QUANTITY		UNIT PRICE	UOM	SELLING PRICE		EXTENSION
			QUANTITY SHIPPED	BALANCE DUE			TRADE	CASH	
010	DELIVER TO SHOP								
011	ATTN: JON LEACH								
012	JON - 425-322-8685								
040	CRS ST-10 CH MYERS 4 ZINC CONDUIT H	78473110012	1	0	6,870.239	C	0.00	0	68.70
	TRK: * W6101000139730 PKG: 07297405 QTY: 1								
	WGT: 4.0								
	SUB TOTAL								68.70

TERMS YOU MAY DEDUCT IF PAID > 0.00 TOTAL > 68.70

PAST DUE ACCOUNTS SUBJECT TO CHARGE OF 1.5% OR MAXIMUM PERMITTED BY LAW

UNLESS THERE ARE DIFFERENT OR ADDITIONAL TERMS AND CONDITIONS CONTAINED IN A MASTER AGREEMENT THAT MODIFY WESCO'S STANDARD TERMS, BUYER AGREES THAT THE ACKNOWLEDGEMENT AND ACCEPTANCE OF THIS INVOICE WILL BE GOVERNED BY WESCO'S TERMS AND CONDITIONS AVAILABLE AT [HTTP://WWW.WESCO.COM/TERMS_AND_CONDITIONS_OF_SALE.PDF](http://www.wesco.com/terms_and_conditions_of_sale.pdf), AS SUCH TERMS MAY BE UPDATED FROM TIME TO TIME, WHICH ARE INCORPORATED HEREIN BY REFERENCE AND MADE PART HEREOF. PLEASE CONTACT THE SELLER IDENTIFIED ON THIS INVOICE IF YOU REQUIRE A PRINTED COPY.

WFP Emergency Generator - IMCO General Construction - Management Delay Costs May 2024

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	IMCO management costs due to project delays for May 2024.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
James Janda	Superintendent	144.0	103.960			14970.24
Mitchell Sorestad	Project Manager	120.0	89.800			10776.00
Colbi Bertrand	Field Engineer	136.0	55.010			7481.36
TOTAL LABOR \$						33227.60
29% MARKUP FOR FORCE ACCOUNT LABOR						9636.00
SUBTOTAL LABOR \$						42863.60

MATERIALS		UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)	VENDOR				
TOTAL MATERIALS \$					
21% MARKUP FOR FORCE ACCOUNT MATERIALS					
SUBTOTAL MATERIALS \$					

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
TOTAL SUBCONTRACTOR \$					
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					
SUBTOTAL EQUIPMENT \$					

IMCO / Mitchell Sorestad	City of Everett / Bill Fisher	TOTAL \$	42863.60
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.			
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer			

Labor Hours Review

Print records between 05/01/2024 and 05/31/2024

Expected Values are based on completed Production Quantities and Budgeted Values.
(e.g. - If half of your Quantities are completed, then half of your Budgeted Values would be "Expected")

Cost Code	Description	Quantity		Unit	% Comp	Labor Hrs				Labor Hrs / Unit		Units / Labor Hr	
		Budgeted	Placed			Budgeted	Expected	Actual	Difference	Budgeted	Actual	Budgeted	Actual
010-10	Project Manager	880.00	165.000	HRS	19	880.00	165.00	165.00	0.00	1.0000	1.0000	1.0000	1.0000
010-25	Field Engineer	760.00	136.000	HRS	18	760.00	136.00	136.00	0.00	1.0000	1.0000	1.0000	1.0000
010-35	General Superintendent	1,408.00	144.000	HRS	10	1,408.00	144.00	144.00	0.00	1.0000	1.0000	1.0000	1.0000
010-45	Safety Engineer	396.00	2.000	HRS	1	396.00	2.00	2.00	0.00	1.0000	1.0000	1.0000	1.0000
Grand Totals for the above Cost Code(s):						3,444	447	447	0				

NOTE:

Filters in effect:
Foreman = RIMASH.
All Cost Codes that have Cost or Production against them (not including Discontinued).
Dates >= 05/01/2024 and Dates <= 05/31/2024.
Summary Sort = None.

Cost Code Review

Cost Code: 010-10 Project Manager HRS

Code	Description	Class	Reg. Hours	OT Hours	Other Hours
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Totals by individual items:

Employees:					
HANCAI	CJ HANDFORTH	SPM	45.00	0.00	0.00
SORMIT	MITCHELL SORESTAD	PM	120.00	0.00	0.00
Totals:			165.00	0.00	0.00

Equipment:					
LT0340	2020 Ford F150		120.00	0.00	0.00
LT0361	2023 Ford F150		45.00	0.00	0.00
Totals:			165.00	0.00	0.00

Materials:			Cost Type	Units	Received	Used
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Subcontracts:			Cost Type	Units	Received	Used
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Supplies:			Cost Type	Units	Received	Used
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Misc 1:			Cost Type	Units	Received	Used
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Misc 2:			Cost Type	Units	Received	Used
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WFP Emergency Generator - IMCO General Construction - Management Delay Costs June 2024

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	IMCO management costs due to project delays for June 2024.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
James Janda	Superintendent	80.0	103.960			8316.80
Mitchell Sorestad	Project Manager	76.0	89.800			6824.80
Colbi Bertrand	Field Engineer	76.0	55.010			4180.76
TOTAL LABOR \$						19322.36
29% MARKUP FOR FORCE ACCOUNT LABOR						5603.48
SUBTOTAL LABOR \$						24925.84

MATERIALS		UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)	VENDOR				
TOTAL MATERIALS \$					
21% MARKUP FOR FORCE ACCOUNT MATERIALS					
SUBTOTAL MATERIALS \$					

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
TOTAL SUBCONTRACTOR \$					
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					
SUBTOTAL EQUIPMENT \$					

IMCO / Mitchell Sorestad	City of Everett / Bill Fisher	TOTAL \$	24925.84
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.			
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer			

Labor Hours Review

Print records between 06/01/2024 and 06/30/2024

Expected Values are based on completed Production Quantities and Budgeted Values.
(e.g. - If half of your Quantities are completed, then half of your Budgeted Values would be "Expected")

Cost Code	Description	Quantity		Unit	% Comp	Labor Hrs				Labor Hrs / Unit		Units / Labor Hr	
		Budgeted	Placed			Budgeted	Expected	Actual	Difference	Budgeted	Actual	Budgeted	Actual
010-10	Project Manager	880.00	76.000	HRS	9	880.00	76.00	76.00	0.00	1.0000	1.0000	1.0000	1.0000
010-25	Field Engineer	760.00	76.000	HRS	10	760.00	76.00	76.00	0.00	1.0000	1.0000	1.0000	1.0000
010-35	General Superintendent	1,408.00	80.000	HRS	6	1,408.00	80.00	80.00	0.00	1.0000	1.0000	1.0000	1.0000
010-45	Safety Engineer	396.00	10.000	HRS	3	396.00	10.00	10.00	0.00	1.0000	1.0000	1.0000	1.0000
Grand Totals for the above Cost Code(s):						3,444	242	242	0				

NOTE:

Filters in effect:
Foreman = RIMASH.
All Cost Codes that have Cost or Production against them (not including Discontinued).
Dates >= 06/01/2024 and Dates <= 06/30/2024.
Summary Sort = None.

WFP Emergency Generator - IMCO General Construction - Management Delay Costs July 2024

DATE:		DAILY FORCE ACCOUNT FIELD DOCUMENTATION					
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:					20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:					NA
		REPORT #:					
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:					
Description of Work:	IMCO management costs due to project delays for July 2024.						

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
James Janda	Superintendent	56.0	103.960			5821.76
Mitchell Soresstad	Project Manager	56.0	89.800			5028.80
Colbi Bertrand	Field Engineer	56.0	55.010			3080.56
TOTAL LABOR \$						13931.12
29% MARKUP FOR FORCE ACCOUNT LABOR						4040.02
SUBTOTAL LABOR \$						17971.14

MATERIALS		VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)						
TOTAL MATERIALS \$						
21% MARKUP FOR FORCE ACCOUNT MATERIALS						
SUBTOTAL MATERIALS \$						

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
TOTAL SUBCONTRACTOR \$					
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					
SUBTOTAL EQUIPMENT \$					

IMCO / Mitchell Soresstad	City of Everett / Bill Fisher	TOTAL \$	17971.14
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.			
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer			

Labor Hours Review

Print records between 07/01/2024 and 07/31/2024

Expected Values are based on completed Production Quantities and Budgeted Values.
(e.g. - If half of your Quantities are completed, then half of your Budgeted Values would be "Expected")

Cost Code	Description	Quantity		Unit	% Comp	Labor Hrs				Labor Hrs / Unit		Units / Labor Hr	
		Budgeted	Placed			Budgeted	Expected	Actual	Difference	Budgeted	Actual	Budgeted	Actual
010-10	Project Manager	880.00	56.000	HRS	6	880.00	56.00	56.00	0.00	1.0000	1.0000	1.0000	1.0000
010-25	Field Engineer	760.00	56.000	HRS	7	760.00	56.00	56.00	0.00	1.0000	1.0000	1.0000	1.0000
010-35	General Superintendent	1,408.00	56.000	HRS	4	1,408.00	56.00	56.00	0.00	1.0000	1.0000	1.0000	1.0000
Grand Totals for the above Cost Code(s):						3,048	168	168	0				

NOTE:

Filters in effect:
Foreman = RIMASH.
All Cost Codes that have Cost or Production against them (not including Discontinued).
Dates >= 07/01/2024 and Dates <= 07/31/2024.
Summary Sort = None.

WFP Emergency Generator - IMCO General Construction - Management Delay Costs August 2024

DATE:		DAILY FORCE ACCOUNT FIELD DOCUMENTATION					
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00	
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA	
		REPORT #:					
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:					
Description of Work:	IMCO management costs due to project delays for August 2024.						
LABOR		STRAIGHT TIME		OVERTIME			
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	AMOUNT	
James Janda	Superintendent	44.0	103.960			4574.24	
Mitchell Sorestad	Project Manager	44.0	89.800			3951.20	
Colbi Bertrand	Field Engineer	44.0	55.010			2420.44	
TOTAL LABOR \$						10945.88	
29% MARKUP FOR FORCE ACCOUNT LABOR						3174.31	
SUBTOTAL LABOR \$						14120.19	
MATERIALS		UNIT		PRICE		AMOUNT	
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)		VENDOR	QTY				
TOTAL MATERIALS \$							
21% MARKUP FOR FORCE ACCOUNT MATERIALS							
SUBTOTAL MATERIALS \$							
EQUIPMENT		HOURS		CONTR. OWNED		RENTED	
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	AMOUNT	
TOTAL EQUIPMENT \$							
TOTAL EQUIPMENT RENTAL TAX \$							
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT							
SUBTOTAL EQUIPMENT \$							
Subcontractor		UNIT		QTY		UNIT PRICE	
NAME	DESCRIPTION					AMOUNT	
TOTAL SUBCONTRACTOR \$							
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT							
SUBTOTAL EQUIPMENT \$							
IMCO / Mitchell Sorestad		City of Everett / Bill Fisher			TOTAL \$		14120.19
SUBMITTED BY - CONTRACTOR/ PRINT NAME		REQUIRED - OWNER REP./ PRINT NAME					
SUBMITTED BY - CONTRACTOR/ SIGN & DATE		REQUIRED - OWNER REP./ SIGNATURE & DATE			GC SIGNATURE FOR SUBS (optional)		
Owner Rep to Mark if Applicable:		Work witnessed but entitlement to be paid as extra work has not been determined					
The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.							
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer							

Labor Hours Review

Print records between 08/01/2024 and 08/31/2024

Expected Values are based on completed Production Quantities and Budgeted Values.
(e.g. - If half of your Quantities are completed, then half of your Budgeted Values would be "Expected")

Cost Code	Description	Quantity		Unit	% Comp	Labor Hrs				Labor Hrs / Unit		Units / Labor Hr	
		Budgeted	Placed			Budgeted	Expected	Actual	Difference	Budgeted	Actual	Budgeted	Actual
010-10	Project Manager	880.00	44.000	HRS	5	880.00	44.00	44.00	0.00	1.0000	1.0000	1.0000	1.0000
010-25	Field Engineer	760.00	44.000	HRS	6	760.00	44.00	44.00	0.00	1.0000	1.0000	1.0000	1.0000
010-35	General Superintendent	1,408.00	44.000	HRS	3	1,408.00	44.00	44.00	0.00	1.0000	1.0000	1.0000	1.0000
Grand Totals for the above Cost Code(s):						3,048	132	132	0				

NOTE:

Filters in effect:
Foreman = RIMASH.
All Cost Codes that have Cost or Production against them (not including Discontinued).
Dates >= 08/01/2024 and Dates <= 08/31/2024.
Summary Sort = None.
Expected values are capped at the Budgeted amount (excludes Extra Work codes and Time and Material codes)

DATE:		DAILY FORCE ACCOUNT FIELD DOCUMENTATION					
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00	
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA	
		REPORT #:					
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:					
Description of Work:	IMCO ROM management costs due to project delays for September 2024, using August as the baseline						
LABOR		STRAIGHT TIME		OVERTIME			
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	AMOUNT	
James Janda	Superintendent	44.0	103.960			4574.24	
Mitchell Sorestad	Project Manager	44.0	89.800			3951.20	
Colbi Bertrand	Field Engineer	44.0	55.010			2420.44	
TOTAL LABOR \$						10945.88	
29% MARKUP FOR FORCE ACCOUNT LABOR						3174.31	
SUBTOTAL LABOR \$						14120.19	
MATERIALS		UNIT		PRICE		AMOUNT	
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)		VENDOR	QTY				
TOTAL MATERIALS \$							
21% MARKUP FOR FORCE ACCOUNT MATERIALS							
SUBTOTAL MATERIALS \$							
EQUIPMENT		HOURS		RENTED			
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE	CONTR. OWNED	BLUE BOOK RATE		AMOUNT	
TOTAL EQUIPMENT \$							
TOTAL EQUIPMENT RENTAL TAX \$							
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT							
SUBTOTAL EQUIPMENT \$							
Subcontractor		UNIT		UNIT PRICE		AMOUNT	
NAME	DESCRIPTION	QTY					
TOTAL SUBCONTRACTOR \$							
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT							
SUBTOTAL EQUIPMENT \$							
IMCO / Mitchell Sorestad		City of Everett / Bill Fisher		TOTAL \$		14120.19	
SUBMITTED BY - CONTRACTOR/ PRINT NAME		REQUIRED - OWNER REP./ PRINT NAME					
SUBMITTED BY - CONTRACTOR/ SIGN & DATE		REQUIRED - OWNER REP./ SIGNATURE & DATE		GC SIGNATURE FOR SUBS (optional)			
Owner Rep to Mark if Applicable:		Work witnessed but entitlement to be paid as extra work has not been determined					
The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.							
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer							

WFP Emergency Generator - IMCO General Construction - ROM Management Delay Costs October 2024

DATE:		DAILY FORCE ACCOUNT FIELD DOCUMENTATION					
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:					20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:					NA
		REPORT #:					
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:					
Description of Work:	IMCO ROM management costs due to project delays for October 2024, using August as the baseline						
LABOR		STRAIGHT TIME		OVERTIME			
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	AMOUNT	
James Janda	Superintendent	44.0	103.960			4574.24	
Mitchell Sorestad	Project Manager	44.0	89.800			3951.20	
Colbi Bertrand	Field Engineer	44.0	55.010			2420.44	
TOTAL LABOR \$						10945.88	
29% MARKUP FOR FORCE ACCOUNT LABOR						3174.31	
SUBTOTAL LABOR \$						14120.19	
MATERIALS		UNIT		PRICE		AMOUNT	
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)		VENDOR	QTY				
TOTAL MATERIALS \$							
21% MARKUP FOR FORCE ACCOUNT MATERIALS							
SUBTOTAL MATERIALS \$							
EQUIPMENT		HOURS		CONTR. OWNED		RENTED	
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	AMOUNT	
TOTAL EQUIPMENT \$							
TOTAL EQUIPMENT RENTAL TAX \$							
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT							
SUBTOTAL EQUIPMENT \$							
Subcontractor		UNIT		QTY		UNIT PRICE	
NAME	DESCRIPTION					AMOUNT	
TOTAL SUBCONTRACTOR \$							
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT							
SUBTOTAL EQUIPMENT \$							
IMCO / Mitchell Sorestad		City of Everett / Bill Fisher			TOTAL \$		14120.19
SUBMITTED BY - CONTRACTOR/ PRINT NAME		REQUIRED - OWNER REP./ PRINT NAME					
SUBMITTED BY - CONTRACTOR/ SIGN & DATE		REQUIRED - OWNER REP./ SIGNATURE & DATE			GC SIGNATURE FOR SUBS (optional)		
Owner Rep to Mark if Applicable:		Work witnessed but entitlement to be paid as extra work has not been determined					
The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.							
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer							

WFP Emergency Generator - IMCO General Construction - Troubleshoot Diesel Fuel Dispenser

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	Worked on troubleshooting the diesel fuel dispenser.					

LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
						0.00
						0.00
						0.00
TOTAL LABOR \$						0.00
29% MARKUP FOR FORCE ACCOUNT LABOR						0.00
SUBTOTAL LABOR \$						0.00

MATERIALS	VENDOR	UNIT	QTY	PRICE	AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)					
					0.00
					0.00
					0.00
TOTAL MATERIALS \$					0.00
21% MARKUP FOR FORCE ACCOUNT MATERIALS					0.00
SUBTOTAL MATERIALS \$					0.00

EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
						0.00
						0.00
						0.00
TOTAL EQUIPMENT \$						0.00
TOTAL EQUIPMENT RENTAL TAX \$						0.00
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						0.00
SUBTOTAL EQUIPMENT \$						0.00

Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT
NAME	DESCRIPTION				
Service Electric	Troubleshoot diesel fuel dispenser	LS	1.00	1241.07	1241.07
					0.00
					0.00
TOTAL SUBCONTRACTOR \$					1241.07
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT					148.93
SUBTOTAL EQUIPMENT \$					1390.00

IMCO / Mitchell Soresstad	City of Everett / Bill Fisher	TOTAL \$	1390.00
SUBMITTED BY - CONTRACTOR/ PRINT NAME	REQUIRED - OWNER REP./ PRINT NAME		
SUBMITTED BY - CONTRACTOR/ SIGN & DATE	REQUIRED - OWNER REP./ SIGNATURE & DATE	GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:	Work witnessed but entitlement to be paid as extra work has not been determined		

The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer



July 19, 2024

Mr. Mitch Sorestad
IMCO General Construction, Inc.
2116 Buchanan Loop
Ferndale, WA 98248
Ph: 360-305-9869

RE: Service Electric Co., Inc., SECO #5513 Proposal #15
Job: Water Filter Plant Emergency Generator Replacement - UP #3587

Dear Mr. Sorestad:

Service Electric Co., Inc., has performed the following work per the terms stated below:

Description of work: Troubleshoot Diesel Fuel Dispenser

Date of Work: 4-4 & 4-5-24 WO #910915

Foreman	7 MH @ \$107.63	per hr.	\$753.41
31% Markup			233.56
Equipment			210.00
21% Markup			44.10
GRAND TOTAL			\$1,241.07

Your cooperation in expediting the written change order would be appreciated, as the work above has been completed.

Very truly yours,

Jack Grove

Jack Grove - Cell: 425-508-7273

ACKNOWLEDGEMENT: The price stated for the above proposal is acceptable for the work to be performed. The value of the work completed to the date of the next requisition will be billed on that requisition.

DATE: _____ AUTHORIZED SIGNATURE: _____

Work Order # 910915		Work Date 4/4/2024			
Description of Work:		Troubleshoot diesel fuel dispenser			
Material	QTY	Material Price	Per	Material Extension	
N/A		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
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		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
Equipment	Qty	Rate		Equipment Extension	
#28 FORD F350 XL Extended Cab 4x4 Utility Box w/liftgate	7	\$ 30.00		\$ 210.00	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
		\$ -		\$ -	
Labor	Qty	Wage Level	Shift & Type	Wage Rate	Labor Extension
Leach, Jonathan - JW	7	191 - Foreman	Straight Time	\$ 107.63	\$ 753.41
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
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				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
				\$ -	\$ -
Subcontractor	Qty		Totals		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
			\$ -		
			\$ -	Markup	
		Labor:	7 \$ 753.41	31.00%	\$ 233.56
		Material:	\$ -	21.00%	\$ -
		Equipment:	\$ 210.00	21.00%	\$ 44.10
		Subcontractor:	\$ -	12.00%	\$ -

Total Costs	\$ 963.41	\$ 277.66	\$ 1,241.07
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Mailing Address: P.O. Box 1489, Snohomish, WA 98291
Physical Address: 1615 First Street, Snohomish, WA 98290
Office: 360-568-6966
Fax: 360-568-9283

JOB INVOICE

5513- 910915

PHONE	DATE OF ORDER
ORDER TAKEN BY	CUSTOMER'S ORDER NUMBER
<input type="checkbox"/> DAYWORK <input type="checkbox"/> CONTRACT <input type="checkbox"/> EXTRA	
JOB NAME / NUMBER	
JOB LOCATION	
JOB PHONE	STARTING DATE 4-4-2024

TO: City of Everett

TERMS:

[illegible]

Work ordered by _____

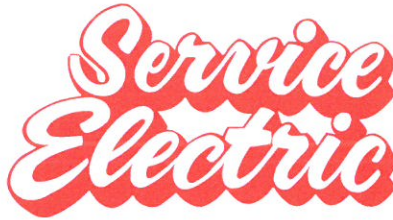
Signature _____ I hereby acknowledge the satisfactory completion of the above described work

Thank You

TAX
<hr/>
TOTAL

WFP Emergency Generator - IMCO General Construction - Union Wage Increase for Remaining Hours

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	Service Electric Union Wage Increase for the remaining hours.					
LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
TOTAL LABOR \$						
29% MARKUP FOR FORCE ACCOUNT LABOR						
SUBTOTAL LABOR \$						
MATERIALS		UNIT	QTY	PRICE		AMOUNT
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)		VENDOR				
TOTAL MATERIALS \$						
21% MARKUP FOR FORCE ACCOUNT MATERIALS						
SUBTOTAL MATERIALS \$						
EQUIPMENT		HOURS		CONTR. OWNED	RENTED	AMOUNT
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE		BLUE BOOK RATE	RENTAL RATE	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						
Subcontractor		UNIT	QTY	UNIT PRICE		AMOUNT
NAME	DESCRIPTION					
Service Electric	Union Wage Increase	LS	1.00	5705.17		5705.17
TOTAL SUBCONTRACTOR \$						5705.17
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT						684.62
SUBTOTAL EQUIPMENT \$						6389.79
IMCO / Mitchell Soresstad		City of Everett / Bill Fisher			TOTAL \$	6389.79
SUBMITTED BY - CONTRACTOR/ PRINT NAME		REQUIRED - OWNER REP./ PRINT NAME				
SUBMITTED BY - CONTRACTOR/ SIGN & DATE		REQUIRED - OWNER REP./ SIGNATURE & DATE			GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:		Work witnessed but entitlement to be paid as extra work has not been determined				
The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.						
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer						



July 19, 2024

Mr. Mitch Sorestad
IMCO General Construction, Inc.
2116 Buchanan Loop
Ferndale, WA 98248
Ph: 360-305-9869

RE: Service Electric Co., Inc., SECO #5513 Proposal #16
Job: Water Filter Plant Emergency Generator Replacement - UP #3587

Dear Mr. Sorestad:

Service Electric Co., Inc., proposes to modify our contract to perform the following revisions to our work per the terms stated below:

Description:		Union Wage Increase for Remaining Hours - Reference details				
Foreman	500	MH @	\$5.59	per hr.		\$2,795.00
Journeyman	161	MH @	\$5.16	per hr.		\$830.76
Appr P6	161	MH @	\$4.53	per hr.		\$729.33
31% Markup						1,350.08
GRAND TOTAL						\$5,705.17

This additional work may require 0 days added to the contract completion date. Service Electric Co., Inc. will take no action on the above change until your written approval is received. This proposal expires 30 days from the date of this correspondence.

Very truly yours,

Jack Grove - Cell 425-508-7273

ACKNOWLEDGEMENT: The price stated for the above proposal is acceptable for the work to be performed. The value of the work completed to the date of the next requisition will be billed on that requisition.

DATE: _____ AUTHORIZED SIGNATURE: _____

Rates Valid: 6/1/23 - 12/31/23

**INSIDE WIREMAN WESTERN DIVISION
CASCADE CHAPTER NECA
LOCAL #191 IBEW**

For the 6/1/23 - 5/31/24 Wage and Fringe Period

Straight Time	JOUR	FORE	FORE+\$2	FORE+\$4	1st Per	2nd Per	3rd Per	3rd Per+\$2	4th Per	4th Per+\$2	4th Per+\$4	5th Per	6th Per
Base Wage	55.01	60.51	62.51	64.51	22.00	27.51	30.26	32.26	35.76	37.76	39.76	41.26	46.76
Health & Welfare	13.00	13.00	13.00	13.00	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50
Money Purchase Pension	3.50	3.50	3.50	3.50	0.35	0.35	1.93	1.93	2.28	2.28	2.28	2.63	2.98
District 9 Pension	9.67	9.67	9.67	9.67	0.97	0.97	5.32	5.32	6.29	6.29	6.29	7.25	8.22
JATC - apprenticeship	1.38	1.38	1.38	1.38	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88
NEBF pension (3%)	1.65	1.82	1.88	1.94	0.66	0.83	0.91	0.97	1.07	1.13	1.19	1.24	1.40
LMCC & NLMCC	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12
NECA (Members)	0.20	0.20	0.20	0.20	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05
Contract Admin Fund	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Hrly wage package	84.73	90.40	92.46	94.52	38.73	44.41	53.17	55.23	60.15	62.21	64.27	67.13	74.11
Taxes:													
FUTA (0.6% of max \$7,000)	0.33	0.36	0.38	0.39	0.13	0.17	0.18	0.19	0.21	0.23	0.24	0.25	0.28
S.S. (6.2% of max \$160,200)	3.41	3.75	3.88	4.00	1.36	1.71	1.88	2.00	2.22	2.34	2.47	2.56	2.90
Medicare (1.45%)	0.80	0.88	0.91	0.94	0.32	0.40	0.44	0.47	0.52	0.55	0.58	0.60	0.68
SUTA (5.00% of max \$67,600)	2.75	3.03	3.13	3.23	1.10	1.38	1.51	1.61	1.79	1.89	1.99	2.06	2.34
Employer L & I	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03
Sick Leave (1hr per 40 hrs)	1.38	1.51	1.56	1.61	0.55	0.69	0.76	0.81	0.89	0.94	0.99	1.03	1.17
Taxes & Insurance	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08
Total w/burden	95.51	102.04	104.43	106.80	44.30	50.87	60.05	62.42	67.89	70.27	72.65	75.74	83.59

Overtime @ 1-1/2 x	JOUR	FORE	FORE+\$2	FORE+\$4	1st Per	2nd Per	3rd Per	3rd Per+\$2	4th Per	4th Per+\$2	4th Per+\$4	5th Per	6th Per
Wage	82.52	90.77	93.77	96.77	33.00	41.27	45.39	48.39	53.64	56.64	59.64	61.89	70.14
Health & Welfare	13.00	13.00	13.00	13.00	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50
Money Purchase Pension	3.50	3.50	3.50	3.50	0.35	0.35	1.93	1.93	2.28	2.28	2.28	2.63	2.98
District 9 Pension	9.67	9.67	9.67	9.67	0.97	0.97	5.32	5.32	6.29	6.29	6.29	7.25	8.22
JATC - apprenticeship	1.38	1.38	1.38	1.38	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88
NEBF pension (3%)	2.48	2.72	2.81	2.90	0.99	1.24	1.36	1.45	1.61	1.70	1.79	1.86	2.10
LMCC & NLMCC	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12
NECA (Members)	0.20	0.20	0.20	0.20	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05
Contract Admin Fund	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Hrly wage package	113.07	121.56	124.65	127.74	50.06	58.58	68.75	71.84	78.57	81.66	84.75	88.38	98.19
Taxes:													
FUTA (0.6% of max \$7,000)	0.50	0.54	0.56	0.58	0.20	0.25	0.27	0.29	0.32	0.34	0.36	0.37	0.42
S.S. (6.2% of max \$160,200)	5.12	5.63	5.81	6.00	2.05	2.56	2.81	3.00	3.33	3.51	3.70	3.84	4.35
Medicare (1.45%)	1.20	1.32	1.36	1.40	0.48	0.60	0.66	0.70	0.78	0.82	0.86	0.90	1.02
SUTA (5.00% of max \$67,600)	4.13	4.54	4.69	4.84	1.65	2.06	2.27	2.42	2.68	2.83	2.98	3.09	3.51
Employer L & I	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03
Sick Leave (1hr per 40, straight)	1.38	1.51	1.56	1.61	0.55	0.69	0.76	0.81	0.89	0.94	0.99	1.03	1.17
Taxes & Insurance	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08
Total w/burden	127.51	137.21	140.74	144.28	57.10	66.85	77.63	81.17	88.68	92.21	95.75	99.72	110.77

Overtime @ 2 x (No Pyramiding of Rates. Double the Straight Rate is the Maximum Rate for Any Hour Worked)	JOUR	FORE	FORE+\$2	FORE+\$4	1st Per	2nd Per	3rd Per	3rd Per+\$2	4th Per	4th Per+\$2	4th Per+\$4	5th Per	6th Per
Wage	110.02	121.02	125.02	129.02	44.00	55.02	60.52	64.52	71.52	75.52	79.52	82.52	93.52
Health & Welfare	13.00	13.00	13.00	13.00	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50
Money Purchase Pension	3.50	3.50	3.50	3.50	0.35	0.35	1.93	1.93	2.28	2.28	2.28	2.63	2.98
District 9 Pension	9.67	9.67	9.67	9.67	0.97	0.97	5.32	5.32	6.29	6.29	6.29	7.25	8.22
JATC - apprenticeship	1.38	1.38	1.38	1.38	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88	1.88
NEBF pension (3%)	3.30	3.63	3.75	3.87	1.32	1.65	1.82	1.94	2.15	2.27	2.39	2.48	2.81
LMCC & NLMCC	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12
NECA (Members)	0.20	0.20	0.20	0.20	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05	0.05
Contract Admin Fund	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20	0.20
Hrly wage package	141.39	152.72	156.84	160.96	61.39	72.74	84.34	88.46	96.99	101.11	105.23	109.63	122.28
Taxes:													
FUTA (0.6% of max \$7,000)	0.66	0.73	0.75	0.77	0.26	0.33	0.36	0.39	0.43	0.45	0.48	0.50	0.56
S.S. (6.2% of max \$160,200)	6.82	7.50	7.75	8.00	2.73	3.41	3.75	4.00	4.43	4.68	4.93	5.12	5.80
Medicare (1.45%)	1.60	1.75	1.81	1.87	0.64	0.80	0.88	0.94	1.04	1.10	1.15	1.20	1.36
SUTA (5.00% of max \$67,600)	5.50	6.05	6.25	6.45	2.20	2.75	3.03	3.23	3.58	3.78	3.98	4.13	4.68
Employer L & I	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03	1.03
Sick Leave (1hr per 40, straight)	1.38	1.51	1.56	1.61	0.55	0.69	0.76	0.81	0.89	0.94	0.99	1.03	1.17
Taxes & Insurance	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08
Total w/burden	159.46	172.37	177.07	181.77	69.88	82.83	95.23	99.94	109.47	114.17	118.87	123.72	137.96

Rates Valid: 6/1/24 - 12/31/24

INSIDE WIREMAN WESTERN DIVISION

CASCADE CHAPTER NECA

LOCAL #191 IBEW

For the 6/1/24 - 5/31/25 Wage and Fringe Period

Straight Time	JOUR	FORE	FORE + \$2	FORE + \$4	1st Per	2nd Per	3rd Per	3rd Per + \$2	4th Per	4th Per + \$2	5th Per	5th Per + \$4	6th Per
	JOUR	FORE	FORE + \$2	FORE + \$4	1st Per	2nd Per	3rd Per	3rd Per + \$2	4th Per	4th Per + \$2	5th Per	5th Per + \$4	6th Per
Base Wage	59.01	64.91	66.91	68.91	23.60	29.51	32.46	34.46	38.36	40.36	44.26	48.26	50.16
Health & Welfare	13.00	13.00	13.00	13.00	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50
Money Purchase Pension	3.75	3.75	3.75	3.75	0.38	0.38	2.06	2.06	2.44	2.44	2.81	2.81	3.19
District 9 Pension	10.05	10.05	10.05	10.05	1.01	1.01	5.53	5.53	6.53	6.53	7.54	7.54	8.54
JATC - apprenticeship	1.63	1.63	1.63	1.63	2.13	2.13	2.13	2.13	2.13	2.13	2.13	2.13	2.13
NEBF pension (3%)	1.77	1.95	2.01	2.07	0.71	0.89	0.97	1.03	1.15	1.21	1.33	1.45	1.50
LMCC & NLMCC	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12
NECA (Members) (0.36%)	0.21	0.23	0.24	0.25	0.08	0.11	0.12	0.12	0.14	0.15	0.16	0.17	0.18
Contract Admin Fund	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21
Hrly wage package	89.75	95.85	97.92	99.99	40.74	46.86	56.10	58.16	63.58	65.65	71.06	75.19	78.53
Taxes:													
FUTA (0.6% of max \$7,000)	0.35	0.39	0.40	0.41	0.14	0.18	0.19	0.21	0.23	0.24	0.27	0.29	0.30
S.S. (6.2% of max \$160,200)	3.66	4.02	4.15	4.27	1.46	1.83	2.01	2.14	2.38	2.50	2.74	2.99	3.11
Medicare (1.45%)	0.86	0.94	0.97	1.00	0.34	0.43	0.47	0.50	0.56	0.59	0.64	0.70	0.73
SUTA (4.13% of max \$68,500)	2.44	2.68	2.76	2.85	0.97	1.22	1.34	1.42	1.58	1.67	1.83	1.99	2.07
Employer L & I	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05
Sick Leave (1hr per 40 hrs)	1.48	1.62	1.67	1.72	0.59	0.74	0.81	0.86	0.96	1.01	1.11	1.21	1.25
Taxes & Insurance	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08
Total w/burden	100.67	107.63	110.00	112.37	46.37	53.39	63.05	65.42	71.42	73.79	79.78	84.50	88.12

Overtime @ 1-1/2 x	JOUR	FORE	FORE + \$2	FORE + \$4	1st Per	2nd Per	3rd Per	3rd Per + \$2	4th Per	4th Per + \$2	5th Per	5th Per + \$4	6th Per
	JOUR	FORE	FORE + \$2	FORE + \$4	1st Per	2nd Per	3rd Per	3rd Per + \$2	4th Per	4th Per + \$2	5th Per	5th Per + \$4	6th Per
Wage	88.52	97.37	100.37	103.37	35.40	44.27	48.69	51.69	57.54	60.54	66.39	72.39	75.24
Health & Welfare	13.00	13.00	13.00	13.00	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50
Money Purchase Pension	3.75	3.75	3.75	3.75	0.38	0.38	2.06	2.06	2.44	2.44	2.81	2.81	3.19
District 9 Pension	10.05	10.05	10.05	10.05	1.01	1.01	5.53	5.53	6.53	6.53	7.54	7.54	8.54
JATC - apprenticeship	1.63	1.63	1.63	1.63	2.13	2.13	2.13	2.13	2.13	2.13	2.13	2.13	2.13
NEBF pension (3%)	2.66	2.92	3.01	3.10	1.06	1.33	1.46	1.55	1.73	1.82	1.99	2.17	2.26
LMCC & NLMCC	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12
NECA (Members) (0.36%)	0.32	0.35	0.36	0.37	0.13	0.16	0.18	0.19	0.21	0.22	0.24	0.26	0.27
Contract Admin Fund	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21
Hrly wage package	120.26	129.40	132.50	135.60	52.94	62.11	72.88	75.98	83.41	86.51	93.93	100.13	104.46
Taxes:													
FUTA (0.6% of max \$7,000)	0.53	0.58	0.60	0.62	0.21	0.27	0.29	0.31	0.35	0.36	0.40	0.43	0.45
S.S. (6.2% of max \$160,200)	5.49	6.04	6.22	6.41	2.19	2.74	3.02	3.20	3.57	3.75	4.12	4.49	4.66
Medicare (1.45%)	1.28	1.41	1.46	1.50	0.51	0.64	0.71	0.75	0.83	0.88	0.96	1.05	1.09
SUTA (4.13% of max \$68,500)	3.66	4.02	4.15	4.27	1.46	1.83	2.01	2.13	2.38	2.50	2.74	2.99	3.11
Employer L & I	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05
Sick Leave (1hr per 40, straight)	1.48	1.62	1.67	1.72	0.59	0.74	0.81	0.86	0.96	1.01	1.11	1.21	1.25
Taxes & Insurance	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08
Total w/burden	134.83	145.20	148.73	152.25	60.03	70.46	81.85	85.36	93.63	97.14	105.39	112.43	117.15

Overtime @ 2 x (No Pyramiding of Rates. Double the Straight Rate is the Maximum Rate for Any Hour Worked)	JOUR	FORE	FORE + \$2	FORE + \$4	1st Per	2nd Per	3rd Per	3rd Per + \$2	4th Per	4th Per + \$2	5th Per	5th Per + \$4	6th Per
	JOUR	FORE	FORE + \$2	FORE + \$4	1st Per	2nd Per	3rd Per	3rd Per + \$2	4th Per	4th Per + \$2	5th Per	5th Per + \$4	6th Per
Wage	118.02	129.82	133.82	137.82	47.20	59.02	64.92	68.92	76.72	80.72	88.52	96.52	100.32
Health & Welfare	13.00	13.00	13.00	13.00	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50	12.50
Money Purchase Pension	3.75	3.75	3.75	3.75	0.38	0.38	2.06	2.06	2.44	2.44	2.81	2.81	3.19
District 9 Pension	10.05	10.05	10.05	10.05	1.01	1.01	5.53	5.53	6.53	6.53	7.54	7.54	8.54
JATC - apprenticeship	1.63	1.63	1.63	1.63	2.13	2.13	2.13	2.13	2.13	2.13	2.13	2.13	2.13
NEBF pension (3%)	3.54	3.89	4.01	4.13	1.42	1.77	1.95	2.07	2.30	2.42	2.66	2.90	3.01
LMCC & NLMCC	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12	0.12
NECA (Members) (0.36%)	0.42	0.47	0.48	0.50	0.17	0.21	0.23	0.25	0.28	0.29	0.32	0.35	0.36
Contract Admin Fund	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21	0.21
Hrly wage package	150.74	162.94	167.07	171.21	65.14	77.35	89.65	93.79	103.23	107.36	116.81	125.08	130.38
Taxes:													
FUTA (0.6% of max \$7,000)	0.71	0.78	0.80	0.83	0.28	0.35	0.39	0.41	0.46	0.48	0.53	0.58	0.60
S.S. (6.2% of max \$160,200)	7.32	8.05	8.30	8.54	2.93	3.66	4.03	4.27	4.76	5.00	5.49	5.98	6.22
Medicare (1.45%)	1.71	1.88	1.94	2.00	0.68	0.86	0.94	1.00	1.11	1.17	1.28	1.40	1.45
SUTA (4.13% of max \$68,500)	4.87	5.36	5.53	5.69	1.95	2.44	2.68	2.85	3.17	3.33	3.66	3.99	4.14
Employer L & I	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05	1.05
Sick Leave (1hr per 40, straight)	1.48	1.62	1.67	1.72	0.59	0.74	0.81	0.86	0.96	1.01	1.11	1.21	1.25
Taxes & Insurance	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08	1.08
Total w/burden	168.96	182.76	187.44	192.12	73.70	87.53	100.63	105.31	115.82	120.48	131.01	140.37	146.17

WFP Emergency Generator - IMCO General Construction - Location 2 Panelboard

DATE:	Tuesday, February 28, 2023	DAILY FORCE ACCOUNT FIELD DOCUMENTATION				
PROJECT NAME or WP#:	WFP Emergency Generator	FORCE ACCOUNT BID ITEM OR CO #:				20.00
CONTRACTOR PERFORMING WORK:	IMCO	DATE WORK PERFORMED:				NA
		REPORT #:				
REPORTED BY:	Colbi Bertrand	CONTRACTOR TRACKING #:				
Description of Work:	Installed a new 120-240V panelboard in the generator room at location 2.					
LABOR		STRAIGHT TIME		OVERTIME		AMOUNT
NAME	TRADE/CLASSIFICATION	HOURS	RATE	HOURS	RATE	
TOTAL LABOR \$						
29% MARKUP FOR FORCE ACCOUNT LABOR						
SUBTOTAL LABOR \$						
MATERIALS		UNIT	QTY	PRICE	AMOUNT	
DESCRIPTION (Include Size, Type, Manufacturer, Etc..)		VENDOR				
TOTAL MATERIALS \$						
21% MARKUP FOR FORCE ACCOUNT MATERIALS						
SUBTOTAL MATERIALS \$						
EQUIPMENT		HOURS	CONTR. OWNED	RENTED		
YEAR/MAKE/MODEL/EQ#	DESCRIPTION	IN USE	BLUE BOOK RATE	RENTAL RATE	AMOUNT	
TOTAL EQUIPMENT \$						
TOTAL EQUIPMENT RENTAL TAX \$						
21% MARKUP FOR FORCE ACCOUNT EQUIPMENT						
SUBTOTAL EQUIPMENT \$						
Subcontractor		UNIT	QTY	UNIT PRICE	AMOUNT	
NAME	DESCRIPTION					
Service Electric	Installed a new panelboard	LS	1.00	20000.00	20000.00	
TOTAL SUBCONTRACTOR \$						20000.00
12% MARKUP FOR FORCE ACCOUNT SUBCONTRACT						2400.00
SUBTOTAL EQUIPMENT \$						22400.00
IMCO / Mitchell Soresstad		City of Everett / Bill Fisher			TOTAL \$	22400.00
SUBMITTED BY - CONTRACTOR/ PRINT NAME		REQUIRED - OWNER REP./ PRINT NAME				
SUBMITTED BY - CONTRACTOR/ SIGN & DATE		REQUIRED - OWNER REP./ SIGNATURE & DATE			GC SIGNATURE FOR SUBS (optional)	
Owner Rep to Mark if Applicable:		Work witnessed but entitlement to be paid as extra work has not been determined				
The contractor certifies that the contents listed on this sheet are a complete and accurate listing of the Force Account work performed today.						
The owners representative verifies that this is a fair and reasonable listing of the labor, material and equipment quantities used but it is not an authorization for payment until all backup for costs are submitted, verified and approved by the Resident Engineer						

Project title:

A Professional Services Agreement with 2812 Architecture to Provide Architectural and Engineering Services for the Public Works Service Center No. 4 and Annex 1 Roofing Replacement Project in an Amount Not to Exceed \$30,300

Council Bill #**Agenda dates requested:**

Briefing
Proposed action
Consent 10/2/24
Action
Ordinance
Public hearing
Yes ☒ No

Budget amendment:

Yes ☒ No

PowerPoint presentation:

Yes ☒ No

Attachments:

Professional Services Agreement

Department(s) involved:

Parks & Facilities

Contact person:

Bob Leonard

Phone number:

(425) 257-8335

Email:

BLeonard@everettwa.gov

Initialed by:

RML

Department head

Administration

Council President

Project: Public Works Service Center No. 4 & Annex 1 Roofing Replacement

Partner/Supplier: 2812 Architecture

Location: 3100/3200 Cedar Street Everett, WA

Preceding action: N/A

Fund: Fund 401 (Water & Sewer Utility)

Fiscal summary statement:

The proposed Professional Services Agreement with 2812 Architecture is for architectural and engineering services for the Public Works Service Center No. 4 and Annex 1 Roofing Replacement Project. The source of funds is Fund 401 (Water & Sewer Utility). The estimated design and engineering services cost is not to exceed \$30,300.

Project summary statement:

This project will include preparation of design, construction documents, cost estimate, structural analysis, bidding, and construction administration for the roofing replacement of the Public Works Service Center No. 4 and Annex 1 buildings.

Architectural & Engineering consultant services will be contracted to develop necessary documents to acquire permits for this project.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign a Professional Service Agreement with 2812 Architecture to provide architectural and engineering services for the Public Works Service Center No. 4 and Annex 1 Roofing Replacement Project in an amount not to exceed \$30,300.



PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement ("**Agreement**") is effective as of the date of last signature below and is between the City of Everett, a Washington municipal corporation (*the "City"*), and the Service Provider identified in the Basic Provisions below ("**Service Provider**"). This Agreement is for the purpose of the Service Provider providing services to the City as set forth in the Agreement. This Agreement includes and incorporates the Basic Provisions, the attached General Provisions, the attached scope of work (Exhibit A), and the attached method of compensation (Exhibit B).

BASIC PROVISIONS	
Service Provider	2812 Architecture
	2812 Colby Avenue
	Everett, WA 98201
	adam@2812architecture.com
City Project Manager	Doug Acheson
	City of Everett – Parks & Facilities
	802 E. Mukilteo Blvd., Building 100
	Everett, WA 98201
Brief Summary of Scope of Work	dacheson@everettwa.gov
	Provide architectural and engineering services for the roofing replacement of Public Works Buildings #4 and Annex 1.
Completion Date	December 31, 2025
Maximum Compensation Amount	\$30,300

BASIC PROVISIONS	
Service Provider Insurance Contact Information	Christopher Day
	425-771-5197
	chrisday@orioninsgroup.com
State Retirement Systems (must answer both questions)	<p>Does Service Provider have 25 or more employees?</p> <p>Answer: No</p> <p>If Service Provider has less than 25 employees, did any Service Provider Personnel who will work under this Professional Services Agreement retire under a DRS retirement system?</p> <p>Answer: No</p> <p>“DRS retirement system” refers to any of the following Public Employers’ Retirement System (PERS), School Employees’ Retirement System (SERS), Teachers’ Retirement System (TRS), and Law Enforcement Officers and Fire Fighters plan (LEOFF).</p> <p>“Service Provider Personnel” includes Service Provider employees and owners (such as shareholders, partners or members). If Service Provider is a sole proprietor, then “Service Provider Personnel” refers to the sole proprietor.</p>

END OF BASIC PROVISIONS

IN WITNESS WHEREOF, the City and Service Provider have executed this Agreement, which includes and incorporates the above Basic Provisions, the attached General Provisions, the attached scope of work (Exhibit A), and the attached method of compensation (Exhibit B).

**CITY OF EVERETT
WASHINGTON**

2812 ARCHITECTURE

Cassie Franklin, Mayor

Signature: _____

Name of Signer: Adam B. Clark

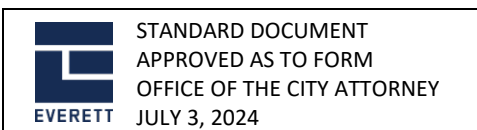
Signer's Email Address: adam@2812architecture.com

Title of Signer: Owner/Principal Architect

Date

ATTEST

Office of the City Clerk



ATTACHMENT
PROFESSIONAL SERVICES AGREEMENT
(GENERAL PROVISIONS v.070324)

1. **Engagement of Service Provider.** The City hereby agrees to engage Service Provider, and Service Provider hereby agrees, to perform the work in a competent and professional manner and provide the services described in the Scope of Work attached as Exhibit A. The Scope of Work so identified is hereafter referred to as “Work”. Without a written directive of an authorized representative of the City, Service Provider shall not perform any services that are in addition to, or beyond the scope of, the Work. If Service Provider’s proposal or other document generated by Service Provider is incorporated or attached as an exhibit or part of any exhibit to this Agreement or in any amendment or task or work order pursuant to this Agreement, then such proposal or document is part of this Agreement solely to the extent that it describes the Work, the Work schedule, and the amounts or rates to be paid for such Work, and Service Provider expressly agrees that no terms or conditions from such proposal or document are incorporated or included into this Agreement. In the event of difference or conflict between parts of this Agreement, Service Provider shall be bound by whichever is more stringent on Service Provider. If, and to the extent, the Work includes the design of a public work or improvement, in whole or in part, Service Provider’s design shall be reasonably accurate, adequate and suitable for its intended purpose.
2. **Intellectual Property Rights.** Reports, drawings, plans, specifications and any other intangible property created in furtherance of the Work are property of the City for all purposes, whether the project for which they are made is executed or not, and may be used by the City for any purpose. Any reuse by the City of these reports, drawings, plans, specifications and intangible property for purposes other than in connection with the Work is at the sole risk of the City. To the extent the Work includes material subject to copyright, Service Provider agrees that the Work is done as a “Work For Hire” as that term is defined under U.S. copyright law, and that as a result, the City shall own all copyrights in the Work. To the extent that the Work includes material subject to proprietary right protection but does not qualify as a “Work For Hire” under applicable law, Service Provider hereby assigns to the City all right, title and interest in and to the Work, including all copyrights, patents, trade secrets, and other proprietary rights therein (including renewals thereof). To the maximum extent permitted by law, Service Provider waives all moral rights in the Work. Notwithstanding the foregoing, Service Provider retains any intellectual property rights in documents and intangible property created by Service Provider prior to engagement, or not created by Service Provider for its performance of this Agreement.
3. **Time of Beginning and Completion of Performance.** This Agreement shall commence as of the date of mutual execution of this Agreement and the Work shall be completed by Completion Date stated in the Basic Provisions.
4. **Compensation.**
 - A. The City shall pay Service Provider only for completed Work and for services actually rendered which are described herein. Such payment shall be full compensation for Work performed or services rendered, including, but not limited to, all labor, materials, supplies, equipment and incidentals necessary to complete the Work.
 - B. Service Provider shall be paid such amounts and in such manner as described in Exhibit B.
 - C. Service Provider may receive payment as reimbursement for Eligible Expenses actually incurred. “Eligible Expenses” means those expenses as set forth in an exhibit to this Agreement or such expenses as are approved for reimbursement by the City in writing prior to the expense being incurred. An expense shall not be reimbursed if: (1) the expense is not

- identified as an Eligible Expense; (2) the expense exceeds the per item or cumulative limits for such expense if it is identified as an Eligible Expense; or (3) the expense was not approved in writing by an authorized City representative prior to Service Provider incurring the expense. If, and to the extent, overnight lodging in western Washington is authorized, Service Provider is strongly encouraged to lodge within the corporate limits of City. When authorized, Service Provider will be reimbursed 100% of lodging expense, if lodged within the corporate limits of the City, but Service Provider will be reimbursed 50% of lodging expense when lodged outside the corporate limits of the City. If authorized, the City may (at its sole option) obtain or arrange air travel for Service Provider.
- D. Total compensation, including all services and expenses, shall not exceed the Maximum Compensation Amount in the Basic Provisions.
 - E. If Service Provider fails or refuses to correct its work when so directed by the City, the City may withhold from any payment otherwise due an amount that the City in good faith believes is equal to the cost to the City of correcting, re-procuring, or remedying any damage caused by Service Provider's conduct.
5. **Method of Payment.**
- A. To obtain payment, Service Provider shall (a) file its request for payment, accompanied by evidence satisfactory to the City justifying the request for payment; (b) submit a report of Work accomplished and hours of all tasks completed; (c) to the extent reimbursement of Eligible Expenses is sought, submit itemization of such expenses and, if requested by the City, copies of receipts and invoices; and (d) comply with all applicable provisions of this Agreement. Service Provider shall be paid no more often than once every thirty days.
 - B. All requests for payment should be sent to the City Project Manager Address in the Basic Provisions or to an address designated by the City Project Manager in writing.
6. **Submission of Reports and Other Documents.** Service Provider shall submit all reports and other documents as and when specified in the Scope of Work. This information shall be subject to review by the City, and if found to be unacceptable, Service Provider shall correct and deliver to the City any deficient Work at Service Provider's expense with all practical dispatch. Service Provider shall abide by the City's determinations concerning acceptability of Work.
7. **Termination of Contract.** City reserves the right to terminate this Agreement at any time by sending written notice of termination to Service Provider ("Notice"). The Notice shall specify a termination date ("Termination Date"). The Notice shall be effective ("Notice Date") upon the earlier of either actual receipt by Service Provider (whether by email, mail, delivery or other method reasonably calculated to be received by Service Provider in a reasonably prompt manner) or three calendar days after issuance of the Notice. Upon the Notice Date, Service Provider shall immediately commence to end the Work in a reasonable and orderly manner. Unless terminated for Service Provider's material breach, Service Provider shall be paid or reimbursed for: (a) all hours worked and Eligible Expenses incurred up to the Notice Date, less all payments previously made; and (b) those hours worked and Eligible Expenses incurred after the Notice Date, but prior to the Termination Date, that were reasonably necessary to terminate the Work in an orderly manner. The City does not by this Section waive, release or forego any legal remedy for any violation, breach or non-performance of any of the provision of this Agreement. At its sole option, and without limitation of or prejudice to any other available remedy or recourse, the City may deduct from the final payment due Service Provider (a) any damages, expenses or costs arising out of any such violations, breaches, or non-performance and (b) any other backcharges or credits.
8. **Changes.** The City may, from time to time, unilaterally change the scope of the services of Service Provider to be performed hereunder. Such changes, including any increase or decrease in the

scope of work (and resulting increase or decrease in compensation), shall: (a) be made only in writing and signed by an authorized City representative, (b) be explicitly identified as an amendment to this Agreement and (c) become a part of this Agreement.

9. **Subletting/Assignment of Contracts.** Service Provider shall not sublet or assign any of the Work without the express, prior written consent of the City.
10. **Indemnification.** Except as otherwise provided in this Section, Service Provider hereby agrees to defend and indemnify and save harmless the City from any and all Claims arising out of, in connection with, or incident to any negligent or intentional acts, errors, omissions, or conduct by Service Provider (or its employees, agents, representatives or subcontractors/subconsultants) relating to this Agreement, whether such Claims sound in contract, tort, or any other legal theory. Service Provider is obligated to defend and indemnify and save harmless the City pursuant to this Section whether a Claim is asserted directly against the City, or whether it is asserted indirectly against the City, e.g., a Claim is asserted against someone else who then seeks contribution or indemnity from the City. Service Provider's duty to defend and indemnify and save harmless pursuant to this Section is not in any way limited to, or by the extent of, insurance obtained by, obtainable by, or required of Service Provider. Service Provider's obligations under this Section shall not apply to Claims caused by the sole negligence of the City. If (1) RCW 4.24.115 applies to a particular Claim, and (2) such Claim is caused by or results from the concurrent negligence of (a) Service Provider, its employees, subcontractors/subconsultants or agents and (b) the City, then Service Provider's obligations under this Section shall be only to the extent of Service Provider's negligence. Solely and expressly for the purpose of its duties to indemnify and defend and save harmless the City, Service Provider specifically waives any immunity it may have under the State Industrial Insurance Law, Title 51 RCW. Service Provider recognizes that this waiver of immunity under Title 51 RCW was specifically entered into pursuant to the provisions of RCW 4.24.115 and was the subject of mutual negotiation. As used in this Section: (1) "City" includes the City, the City's officers, employees, agents, and representatives and (2) "Claims" include, but is not limited to, any and all losses, penalties, fines, claims, demands, expenses (including, but not limited to, attorney's fees and litigation expenses), suits, judgments, or damages, irrespective of the type of relief sought or demanded, such as money or injunctive relief, and irrespective of whether the damage alleged is bodily injury, damage to property, economic loss, general damages, special damages, or punitive damages or infringement or misappropriation of any patent, copyright, trade secret, or other proprietary right. If, and to the extent, Service Provider employs or engages subconsultants or subcontractors, then Service Provider shall ensure that each such subconsultant and subcontractor (and subsequent tiers of subconsultants and subcontractors) shall expressly agree to defend and indemnify and save harmless the City to the extent and on the same terms and conditions as Service Provider pursuant to this Section. The provisions of this Section shall survive the termination of this Agreement.
11. **Insurance.**
 - A. Service Provider shall comply with the following conditions and procure and keep in force during the term of this Agreement, at Service Provider's own cost and expense, the policies of insurance as set forth in this Section with companies authorized to do business in the State of Washington, which are rated at least "A-" or better and with a numerical rating of no less than seven (7), by A.M. Best Company and which are acceptable to the City.
 1. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence. If the City authorizes sublet work, Service Provider shall require each subcontractor to provide Workers' Compensation Insurance for its employees, unless Service Provider covers such employees.

2. Commercial General Liability (CGL) Insurance on an occurrence basis in an amount not less than \$1,000,000 per occurrence and at least \$2,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.
 3. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile. A statement certifying that no vehicle will be used in accomplishing this Agreement may be substituted for this insurance requirement.
 4. Professional Errors and Omissions Insurance in an amount not less than \$2,000,000 per occurrence and \$2,000,000 in the annual aggregate. Such coverage may be written on a claims made basis.
- B. The above CGL and auto liability policies shall be primary as to the City and shall contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City. No cancellation provision in any insurance policy shall be construed in derogation of the continuous duty of Service Provider to furnish the required insurance during the term of this Agreement.
 - C. Upon written request by the City, the insurer or its agent will furnish, prior to or during any Work being performed, a copy of any policy cited above, certified to be a true and complete copy of the original.
 - D. The Description of Operations on the Certificate of Insurance must substantially read as follows: "The above commercial general and auto liability policies are primary as to the City of Everett; have the City of Everett, its officers, employees, agents, and volunteers as additional insureds; and contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City of Everett."
 - E. Prior to Service Provider performing any Work, Service Provider shall provide the City or the City's designee with a Certificate of Insurance acceptable to the City Attorney evidencing the required insurance. Service Provider shall provide the City or the City's designee with either (1) a true copy of an endorsement naming the City of Everett, its officers, employees, agents and volunteers as Additional Insureds on the Commercial General Liability Insurance policy and the Business Automobile Liability Insurance policy with respect to the operations performed and services provided under this Agreement and that such insurance shall apply as primary insurance on behalf of such Additional Insureds or (2) a true copy of the blanket additional insured clause from the policies. Receipt by the City or the City's designee of any certificate showing less coverage than required is not a waiver of Service Provider's obligations to fulfill the requirements. No statement on a third-party website (such as a Trustlayer) that a requirement is "waived" or "overridden" is a waiver of Service Provider's obligations to fulfill the requirements of this Section.
 - F. If the Professional Errors and Omissions Insurance is on a claims made policy form, the retroactive date on the policy shall be the effective date of this Agreement or prior. The retroactive date of any subsequent renewal of such policy shall be the same as the original policy provided. The extended reporting or discovery period on a claims made policy form shall not be less than 36 months following expiration of the policy.
 - G. Service Provider certifies that it is aware of the provisions of Title 51 of the Revised Code of Washington that requires every employer to be insured against liability of Workers' Compensation, or to undertake self-insurance in accordance with the provisions of that Title. Service Provider shall comply with the provisions of Title 51 of the Revised Code of Washington before commencing the performance of the Work. Service Provider shall provide

the City with evidence of Workers' Compensation Insurance (or evidence of qualified self-insurance) before any Work is commenced.

- H. In case of the breach of any provision of this Section, the City may, at its option and with no obligation to do so, provide and maintain at the expense of Service Provider, such types of insurance in the name of Service Provider, and with such insurers, as the City may deem proper, and may deduct the cost of providing and maintaining such insurance from any sums which may be found or become due to Service Provider under this Agreement or may demand Service Provider to promptly reimburse the City for such cost.

- 12. **Risk of Loss.** Service Provider shall be solely responsible for the safety of its employees, agents and subcontractors in the performance of the work hereunder and shall take all protections reasonably necessary for that purpose. All work shall be done at Service Provider's own risk, and Service Provider shall be solely responsible for any loss of or damage to Service Provider's materials, tools, or other articles used or held for use in connection with the work.

13. **Independent Contractor.**

- A. This Agreement neither constitutes nor creates an employer-employee relationship. Service Provider must provide services under this Agreement as an independent contractor. Service Provider must comply with all federal and state laws and regulations applicable to independent contractors including, but not limited to, the requirements listed in this Section. Service Provider agrees to indemnify and defend the City from and against any claims, valid or otherwise, made against the City because of these obligations.
- B. In addition to the other requirements of this Section, if Service Provider is a sole proprietor, Service Provider agrees that Service Provider is not an employee or worker of the City under Chapter 51 of the Revised Code of Washington, Industrial Insurance for the service performed in accordance with this Agreement, by certifying to the following:
 - (1) Service Provider is free from control or direction over the performance of the service; and
 - (2) The service performed is outside the usual course of business for the City, or will not be performed at any place of business of the City, or Service Provider is responsible for the costs of the principal place of business from which the service is performed; and
 - (3) Service Provider is customarily engaged in an independently established business of the same nature as the service performed, or has a principal place of business for the service performed that is eligible for a business deduction for federal income tax purposes; and
 - (4) On the effective date of this Agreement, Service Provider is responsible for filing a schedule of expenses, for the next applicable filing period, with the internal revenue service for the type of service performed; and
 - (5) By the effective date of this Agreement or within a reasonable time thereafter, Service Provider has established an account with the department of revenue and other state agencies, where required, for the service performed for the payment of all state taxes normally paid by employers and businesses and has registered for and received a unified business identifier number from the state of Washington; and
 - (6) By the effective date of this Agreement, Service Provider is maintaining a separate set of records that reflect all items of income and expenses of the services performed.
- C. Any and all employees of Service Provider, while engaged in the performance of any Work, shall be considered employees of only Service Provider and not employees of the City.

Service Provider shall be solely liable for any and all claims that may or might arise under the Worker's Compensation Act on behalf of such employees or Service Provider, while so engaged and for any and all claims made by a third party as a consequence of any negligent act or omission on the part of Service Provider's employees, while so engaged on any of the Work.

- D. Service Provider shall comply with all applicable provisions of the Fair Labor Standards Act and other legislation affecting its employees and the rules and regulations issued thereunder insofar as applicable to its employees and shall at all times save the City free, clear and harmless from all actions, claims, demands and expenses arising out of such act, and rules and regulations that are or may be promulgated in connection therewith.
 - E. Service Provider assumes full responsibility for the payment of all payroll taxes, use, sales, income, or other form of taxes (such as state and, city business and occupation taxes), fees, licenses, excises or payments required by any city, federal or state legislation which are now or may during the term of the Agreement be enacted as to all persons employed by Service Provider and as to all duties, activities and requirements by Service Provider in performance of the Work and Service Provider shall assume exclusive liability therefor, and meet all requirements thereunder pursuant to any rules or regulations that are now or may be promulgated in connection therewith.
14. **Employment/Conflict of Interest.** Service Provider warrants that it has not employed or retained any company or person, other than a bona fide employee working solely for Service Provider, to solicit or secure this Agreement and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for Service Provider, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the City shall have the right to annul this Agreement without liability or, in its discretion, to deduct from the Agreement price or consideration or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee. Further, it is recognized that Service Provider may or will be performing professional services during the term of this Agreement for other parties; however, such performance of other services shall not conflict with or interfere with Service Provider's ability to perform the Work. Service Provider agrees to resolve any such conflicts of interest in favor of the City.
15. **Audits and Inspections.** At any time during normal business hours and as often as the City may deem necessary, Service Provider shall make available to the City for the City's examination all of Service Provider's records and documents with respect to all matters covered by this Agreement and, furthermore, Service Provider will permit the City to audit, examine and make copies, excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, records of personnel, conditions of employment and other data relating to all matters covered by this Agreement.
16. **City of Everett Business License.** Service Provider agrees to obtain a City of Everett business license prior to performing any work pursuant to this Agreement.
17. **State of Washington Requirements.** Service Provider agrees to register and obtain any State of Washington business licenses, Department of Revenue account and/or unified business identifier number as required by RCW 50.04.140 and 51.08.195 prior to performing any work pursuant to this Agreement.
18. **Compliance with Federal, State and Local Laws.** Service Provider shall comply with and obey all federal, state and local laws, regulations, and ordinances applicable to the operation of its business and to its performance of work hereunder.

19. **Compliance with the Washington State Public Records Act.** Service Provider acknowledges that the City is subject to the Public Records Act, chapter 42.56 RCW (the “Act”). All records owned, used or retained by the City are public records subject to disclosure unless exempt under the Act, whether or not such records are in the possession or control of the City or Service Provider. Service Provider shall cooperate with the City so that the City may comply with all of its obligations under the Act. Within ten (10) days after receipt of notice from the City, Service Provider shall deliver to the City copies of all records relating to this Agreement or relating to the Work that the City determines qualify as the City’s public records under the Act. If the City receives a public records request relating to this Agreement or relating to the Work, the City shall seek to provide notice to Service Provider at least ten (10) days before the City releases records pursuant to such public records request, but in no event will the City have any liability to Service Provider for any failure of the City to provide such notice. In addition to its other indemnification and defense obligations under this Agreement, Service Provider shall indemnify and defend the City from and against any and all losses, penalties, fines, claims, demands, expenses (including, but not limited to, attorney’s fees and litigation expenses), suits, judgments, or damage arising from or relating to any failure of Service Provider to comply with this Section.
20. **Compliance with Grant/Loan Terms and Conditions.** Service Provider shall comply with any and all terms, conditions, terms and requirements of any federal, state or other agency grant or loan that wholly or partially funds Service Provider’s work hereunder. If the grant or loan requires that the agency be a third party beneficiary to this Agreement, then the agency is a third party beneficiary to this Agreement.
21. **Equal Employment Opportunity.** Service Provider shall not discriminate against any employee, applicant for employment, or other person on the basis of race, color, religion, sex, age, disability, marital state, or national origin or other circumstance prohibited by applicable federal, state, or local law or ordinance. Service Provider shall comply with and shall not violate any applicable provisions of Chapter 49.60 RCW, Title VI of the Civil Rights Act of 1964, and all applicable federal, state, or local law or ordinance regarding non-discrimination.
22. **Waiver.** Any waiver by Service Provider or the City or the breach of any provision of this Agreement by the other party will not operate, or be construed, as a waiver of any subsequent breach by either party or prevent either party from thereafter enforcing any such provisions.
23. **Complete Agreement.** This Agreement contains the complete and integrated understanding and agreement between the parties and supersedes any understanding, agreement or negotiation whether oral or written not set forth herein.
24. **Modification of Agreement.** This Agreement may only be modified as provided in Section 8, or by a writing explicitly identified as a modification or amendment of this Agreement that is signed by authorized representatives of the City and Service Provider.
25. **Severability.** If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void, insofar as it is in conflict with said laws, and the remainder of the Agreement shall remain in full force and effect.
26. **Notices.**
 - A. Notices to the City shall be sent to the City Project Manager address in the Basic Provisions.
 - B. Notices to Service Provider shall be sent to its address in the Basic Provisions.
27. **Venue.** Venue for any lawsuit arising out of this Agreement shall be in the Superior Court of Snohomish County, Washington.
28. **Governing Law.** The laws of the State of Washington, without giving effect to principles of conflict of laws, govern all matters arising out of or relating to this Agreement.

29. **City Marks.** Service Provider will not use any trade name, trademark, service mark, or logo of the City (or any name, mark, or logo confusingly similar thereto) in any advertising, promotions, or otherwise, without the City's express prior written consent.
30. **No Personal Liability.** No officer, agent or employee of the City shall be personally responsible for any liability arising under this Agreement, whether expressed or implied, nor for any statement or representation made or in any connection with this Agreement.
31. **Federal Debarment.** Service Provider shall immediately notify the City of any suspension or debarment or other action that excludes Service Provider or any Service Provider subcontractor from participation in Federal contracting. Service Provider shall verify all subcontractors that are intended and/or used by Service Provider for performance of Work are in good standing and are not debarred, suspended or otherwise ineligible by the Federal Government. Debarment shall be verified at <https://www.epls.gov/eplsearch.do>. Service Provider shall keep proof of such verification within Service Provider records.
32. **Signature/Counterparts.** This Agreement and any amendment thereto may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Agreement or any amendment hereto will be deemed an original signature and will be fully enforceable as an original signature.
33. **Standard Document.** This General Provisions document is a standard City form document. No changes by Service Provider are authorized to the General Provisions. Notwithstanding anything to the contrary in this Agreement, in the event that Service Provider makes unauthorized changes to the General Provisions, such changes are deemed to have never been made and the contract between the City and Service Provider is deemed to be the unchanged standard City form General Provisions in version stated below, regardless of whether the City signs this Agreement in a form that may contain the unauthorized changes.

**END OF GENERAL PROVISIONS
(v.070324)**

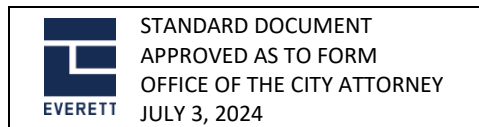


EXHIBIT A
PROFESSIONAL SERVICES AGREEMENT
(SCOPE OF WORK -- ATTACHED)

SCOPE OF WORK

2812 Architecture to provide construction documents, construction document, permitting, bidding and construction period services associated with a reroof of the City of Everett Service Building #4 located at 3200 Cedar Street in Everett, Washington. In addition to Service Building #4, we are including fees associated with a reroof of the southern portion of the City of Everett Service Center Annex 1 located at 3100 Cedar Street in Everett, Washington. The tasks and work descriptions involved with this work involve the following:

1. Prepare architectural plans and details associated with reroofing of the building. The plan is to install new insulation and roofing over the existing roof deck.
2. Coordinate with structural engineer to confirm that the roof is strong enough to support the added roof loads.

The project scope and fees listed below outline the work necessary to complete the tasks as outlined above.

CONSTRUCTION DOCUMENTS

Prepare plans and details that convey the scope and design to all interested parties and also secure a building permit. We will also provide a construction cost estimate for the work.

BIDDING

Finalize documents and prepare specifications for bidding of the project to multiple general contractors. Assist with contractor questions and perform a walk-through of the project with the bidding contractors. Assist with bid evaluation as needed.

CONSTRUCTION ADMINISTRATION

It is presumed that the city project manager will oversee the day-to-day construction administration activities. We have included fees for submittal review and one site visit during construction.

REIMBURSABLES

Reimbursable expenses, such as plotting, printing, postage, fax charges, etc. will be billed at 1.15 times our direct invoice. Travel time and mileage other than local travel (within the greater Everett area) will be billed in addition to the fees quoted above according to our standard hourly rates; mileage will be billed at the IRS-approved rate per mile.

STRUCTURAL ENGINEERING

The services of a structural engineer will be necessary for the design and permitting of this project. Services for the engineer involve structural analysis of the existing roof and production of structural documents if necessary. We have obtained the fee below from John Riley of Quantum Consulting Engineers to perform this work.

FEE BREAKDOWN:

BLDG. REROOF and REPAIRS	\$26,300.00
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PERMIT & CONSTRUCTION DOCUMENTS	\$14,000.00
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BIDDING	\$ 4,800.00
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CONSTRUCTION ADMINISTRATION STRUCTURAL	\$ 2,500.00
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ENGINEERING	\$ 5,000.00
-------------	-------------

REIMBURSABLE	\$ 1,000.00
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TOTAL ESTIMATED FEE AMOUNT	\$27,300.00
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DESIGN CONTINGENCY FEE (IF REQUIRED)

Additional Services that may be needed based upon any issues that surface during the design and construction of the project as approved Only In Writing and signed by the authorized City representative:

TOTAL CONTINGENCY FEE	\$ 3000.00
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TOTAL FEE	\$30,300.00
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Notes:

1. The fees quoted above for 2812 architecture are for the services as outlined. They are quoted as hourly not to exceed fees and will be billed based on the work completed at each monthly billing period and will be based on our hourly rates below.
2. Additional services beyond those outlined above will be billed at our standard hourly rates on an "as required" or "as requested by Owner" basis, in addition to the fees quoted. Should the need for additional services arise you will be notified prior to us proceeding with the work.
3. If additional consultants are needed, we will assist with obtaining such consultants. Consultant fees not noted are not included in this proposal.

2812 architecture Standard Hourly rates:

Principal Architect	\$210.00/hr
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Associate Architect	\$175.00/hr
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Project Manager	\$140.00/hr
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Staff Designer/ AutoCAD Technician	\$120.00/hr
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Administrative/ Clerical	\$ 90.00/hr
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EXHIBIT B
PROFESSIONAL SERVICES AGREEMENT

**SELECT ONE OF THE FOLLOWING METHODS OF COMPENSATION, EACH OF WHICH IS
SUBJECT TO THE MAXIMUM COMPENSATION AMOUNT**

- ☐ **HOURLY RATE.** The City shall pay Service Provider a sum equal to the amount of hours actually worked multiplied by the rate identified below for staff performing the Work.

Name	Title	Rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate
enter name	enter title	enter rate

If there are more staff than rows in the table above, then those staff names, titles, and rates shall be provided in the Scope of Work.

- ☐ **PROGRESS PAYMENTS.** The City shall pay Service Provider the following amounts upon the completion of the following tasks.

Task	Amount Paid on Task Completion
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount
enter task	enter amount

If there are more tasks than rows in the table above, then those tasks and payment amounts shall be provided in the Scope of Work.

- ☐ **LUMP SUM.** The City shall pay Service Provider \$ enter amount upon the completion of the Work.

- ☒ **METHOD CONTAINED IN SCOPE OF WORK.** The City shall pay Service Provider as set forth in the Scope of Work.

- ☐ **METHOD CONTAINED IN ATTACHED PAGE(S).** The City shall pay Service Provider as set forth in the spreadsheets or other documents attached to this Exhibit B.

Project title: Authorize the Release of Invitation for Bid #2024-124 Water Treatment Chemicals as substantially provided.

Council Bill #

Agenda dates requested:

Briefing
Proposed action
Consent 10/02/24
Action
Ordinance
Public hearing
Yes X No

Budget amendment:

Yes X No

PowerPoint presentation:

Yes X No

Attachments:

Invitation for Bid

Department(s) involved:

Procurement & Public Works

Contact person:

Theresa Bauccio-Teschlog

Phone number:

425-257-8901

Email:

tbauccio@everettwa.gov

Initialed by:

HB

Department head

Administration

Council President

Project: Invitation for Bid #2024-124

Partner/Supplier: TBD

Location: Everett Water Pollution Control Facility (WPCF) & Water Filtration Plant (WFP)

Preceding action:

Fund: 401 Public Works

Fiscal summary statement:

Staff anticipates that this solicitation will result in a request for multiple awards. The lowest responsive and responsible bids will be brought back to the Council for consideration and award. The estimated annual cost for all included chemicals is approximately \$950,000 but can vary depending on usage and may exceed \$1.5 million.

Project summary statement:

The Water Pollution Control Facility (WPCF) and Water Filtration Plant (WFP) require water treatment chemicals to support daily operations. The WPCF uses the chemicals to disinfect and de-chlorinate treatment wastewater prior to discharge, and the WFP uses chemicals to create potable drinking water from the Chaplain Reservoir for over 600,000 water retail customers.

The intent is to award to multiple suppliers based on the lowest cost per chemical.

The following chemicals and estimated annual usage are included in the solicitation.

Chemical	Estimated Annual Usage
Liquid Hydrofluorosilicic Acid	60 tons
Soda Ash	800 tons
Liquid Sodium Bisulfite	60 tons
Sodium Hypochlorite	405,500 gallons
Epichlorohydrin Dimethylamine Polyamine	60 tons
Liquid Aluminum Sulfate	250 dry tons
Non-Ionic Polyacrylamide	1,135 pounds

Recommendation (exact action requested of Council):

Authorize the release of Invitation for Bid #2024-124 Water Treatment Chemicals as substantially provided.



PROCUREMENT

EVERETT Invitation for Bid #2024-124

WASHINGTON

Procurement Professional Point of Contact:

Bert Cueva, CPPB

Senior Procurement Specialist

(425) 257-8903

bids@everettwa.gov

WATER TREATMENT CHEMICALS

TIMELINE - The following represents the schedule for this solicitation.

<u>Event</u>	<u>Date</u>
Issue Date	October 10, 2024
Deadline for Final Questions	November 7, 2024
Bid Due Date	November 19, 2024, 2:00 p.m. Pacific Standard Time
Award	December 2024
Anticipated Contract Start Date.....	December 2024
Contract Term	1 year with five (5) one-year extension options at the sole discretion of the City of Everett.

Submit Sealed Bids to:
City Clerk's Office – Attention: Procurement
2930 Wetmore Ave, Suite 1A
Everett, WA 98201

Clearly label the outside of the sealed envelope containing the original bid and one complete copy with the Bid Name, Bid Number, and contact information listed above. Only bids that arrive in the City Clerk's office by the deadline will be considered.

The Clerk's office is open Monday – Thursday from 8:30 a.m. – 12:30 p.m. and 1:00 p.m. – 5:00 p.m.

Information & Addenda: All Information, including Addenda regarding this solicitation, can be found at:

<https://www.everettwa.gov/2713/Bid-opportunities>

Suppliers are responsible for checking the City of Everett website for the issuance of any addenda prior to submitting a bid.

Questions: All questions must be requested electronically utilizing the above link or e-mailed to the Procurement Professional listed above.

Unauthorized contact regarding this Invitation for Bid with any other City of Everett employee or contractor may result in disqualification. Any oral communications will be considered unofficial and non-binding on the City of Everett. Suppliers should rely only on written statements from the individual listed above.

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SECTION 1 - INSTRUCTIONS

1.1 BID SUBMITTAL

The City Clerk's Office must receive the Supplier's bid in its entirety by 2:00 p.m. Pacific Time. Bids arriving after the deadline will be returned unopened to their senders.

All bids must be submitted using the forms provided in this document. To receive consideration for award, the bid shall be completed and signed by an authorized representative of the supplier.

Only firm bids will be accepted, and the City reserves the right to reject any or all bids or waive any irregularities and informalities in the bids submitted and accepted by the City. No supplier may withdraw its bid after the hour set for the opening unless the award is delayed for a period exceeding ninety (90) days. The City further reserves the right to make awards to the lowest and most responsive Bidder as deemed in the best interests of the City.

No exceptions to the City's terms, conditions, and specifications will be accepted. Any attempt to modify the City's terms, conditions, and specifications may result in a non-responsive bid.

1.2 BID OPENING

At the appointed time, all bids will be opened and read aloud publicly via live streaming, or bidders may attend the bid opening in person at 2930 Wetmore Ave, Suite 9E, Everett, WA 98201. The link to view the live streaming bid opening can be found at: <https://everettwa.gov/319/Procurement>.

1.3 OFFER PERIOD

All bids submitted shall remain open for 90 days from the receipt date. The City of Everett reserves the right to extend this period.

1.4 REQUEST FOR DUE DATE EXTENSION

Suppliers may request an extension of the Bid Due Date. Supplier shall supply any justification and additional information that will facilitate an evaluation and decision by the City of Everett. Any approved extension will be issued in an addendum.

1.5 WITHDRAWAL OF BIDS

Suppliers may withdraw a bid which has been submitted at any time up to the due date and time. To accomplish this, a written request signed by an authorized representative of the supplier must be submitted to the Procurement Professional named on the Invitation to Bid cover sheet.

1.6 PROCEDURE WHEN ONLY ONE BID IS RECEIVED

If the City of Everett receives a single responsive, responsible bid, the City shall have the right to conduct a price or cost analysis on such bid. The supplier shall promptly provide all cost or pricing data, documentation and explanation requested by the City to assist in such analysis. By conducting such analysis, the City shall not be obligated to accept the single bid; the City reserves the right to reject such bid or any portion thereof.

1.7 MULTIPLE BIDS

Suppliers interested in submitting more than one bid may do so, so long as each bid stands alone and independently complies with the instructions, conditions and specifications of this Invitation to Bid.

1.8 EVALUATION AND AWARD

The City of Everett will award the Bid to the responsive and responsible Supplier(s) with the lowest offer that best meets the needs of the City or reject any and all Bids.

- a. Responsive Bidder- A business entity or individual who has submitted a bid or proposal that fully conforms in all material respects to the Invitation for Bids (IFB)/Request for Proposals (RFP) and all of its requirements, including all form and substance.
- b. Responsible Bidder - A business entity or individual who has the financial and technical capacity to perform the requirements of the solicitation and subsequent contract.

1.9 METHOD OF AWARD

After bids are received, the City will determine the method of award based on the City's best interest. The City will choose between two methods:

"All or Nothing": The City awards all bid items to a single bidder, with the award made to the responsive and responsible bidder with the lowest price on the sum of all the bid items. If a bidder on its bid leaves a bid item blank or inserts "no-bid" or equivalent language, then the City may (1) declare the bid non-responsive and not eligible for an "All or Nothing" award or (2) solely for the purpose of comparing the bid to other bids, deem the unit price for that bid item to be equal to the highest unit price for that item found in the other bids.

"Item by Item": The City awards on an item-by-item basis to one or more bidders, with the award for each item made to the responsive and responsible bidder with the lowest price on that item. The City may award some or all of the bid items and may elect not to award some bid items. If a bidder on its bid leaves a bid item blank or inserts "no-bid" or equivalent language, then the City will not consider that bidder for award on that bid item.

Upon award, the selected supplier(s) will execute the Contract for Purchase of Goods in the form attached to this solicitation. No contract between the City and a supplier is formed until the Contract for Purchase of Goods is fully executed by both the supplier and the City.

1.10 BIDDING ERRORS

The City of Everett will not be liable for any errors in supplier bids. Suppliers will not be allowed to alter bids after the deadline for bid submission.

The City of Everett reserves the right to make corrections or amendments due to errors identified in bids by the City of Everett or the Supplier. This type of correction or amendment will only be allowed for errors such as typing, transposition, or any other obvious error. Suppliers are liable for all errors or omissions contained in their bids.

After receiving bids, the City of Everett will review and check each bid for correctness of extensions of the prices per unit and the total price. If a discrepancy exists between the price per unit and the extended amount of any quoted item, the price per unit will control. The total of extensions, corrected where necessary, will be used by the City of Everett.

When, after the opening of the bids a supplier claims an error, and requests to be relieved of award, they will be required to promptly present certified work sheets. The Procurement Professional will review the work sheets and if the Procurement Professional is convinced, by clear and convincing evidence, that an honest, mathematically excusable error or critical omission of costs has been made, the supplier may be relieved of their bid.

1.11 CANCELLATION

The City, at its sole discretion may choose to reject any or all bids, in whole or in part.

1.12 EXCLUDED PARTIES

All Suppliers must certify that they are not on the Comptroller General's list of ineligible contractors nor the list of parties excluded from Federal procurement or non-procurement programs.

<https://www.sam.gov>.

1.13 BUSINESS LICENSE

The successful Supplier will be required to possess or be able to obtain a City of Everett Business License and pay City of Everett Business & Occupation Tax (B & O), when applicable. B & O Tax questions may be directed to the Everett Business Tax Division at (425) 257-8610.

1.14 BID PROTEST PROCEDURES

Chapter 3.46 of the Everett Municipal Code (EMC) governs all protests. Protest Procedures are available for review in the Everett Municipal Code 3.46, which can be found at: <https://everett.municipal.codes/>

The City reserves the right to require strict compliance with all requirements of Chapter 3.46 EMC.

1.15 NON-ENDORSEMENT

As a result of the selection of a Supplier to provide the commodities described in Section 2 to the City of Everett, the City of Everett is neither endorsing nor suggesting that the supplier's product is the best or only solution. The supplier agrees to make no reference to the City of Everett in any literature, promotional material, brochures, sales presentation, or the like without the express written consent of the City of Everett.

1.16 NO CONFIDENTIALITY

By submitting a bid, the bidding supplier understands and agrees that the bid and all the materials submitted in connection with the bid will not be treated as confidential or proprietary by the City. The City will disclose the bid and all such materials to anyone at any time and without notice to the bidding supplier.

1.17 RESPONSE PROPERTY OF THE CITY OF EVERETT

All materials submitted in response to this request become the property of the City of Everett. Selection or rejection of a response does not affect this right.

1.18 NO OBLIGATION TO BUY

The City of Everett reserves the right to refrain from contracting with any supplier. The release of this Invitation for Bid does not compel the City of Everett to purchase. The City of Everett reserves the right to reject any and all Bids.

1.19 COST OF PREPARING BIDS

The City of Everett is not liable for any costs incurred by suppliers in the preparation and presentation of proposals and demonstrations submitted in response to this Invitation for Bid.

1.20 CONTRACT TERMINATION

In determining any contract award, the City of Everett reserves the right to consider past performance by supplier in City of Everett contracts. If the City of Everett has previously terminated a contract with a supplier for supplier's default or other non-performance, the City of Everett reserves the right to reject bids or quotes received from that supplier.

1.21 RECYCLE

The City of Everett is committed to the environment and encourages suppliers to recycle material to the extent practicable.

1.22 COOPERATIVE PURCHASING

Suppliers: RCW 39.34 allows cooperative purchasing between public agencies also called political subdivisions. Public agencies which have an Intergovernmental Cooperative Purchasing Agreement with the City of Everett may purchase from City of Everett contracts, provided that the supplier has agreed to such participation. Each supplier must indicate on the quote submittal form if they will not honor other public agency orders in accordance with contract terms and conditions in addition to orders from the City of Everett. The City of Everett does not accept any responsibility for purchase orders issued by other public agencies.

Cooperating Political Subdivisions: Public agencies desiring to use Everett's contracts must have executed an Intergovernmental Cooperative Purchasing Agreement with the City of Everett, as required by RCW 39.34. Only public agencies that have complied with these requirements are eligible to use this contract. The public agency accepts responsibility for compliance with any additional or varying laws and regulations governing purchase by or on behalf of the public agency in question. A purchase by a public agency must be affected by a purchase order from the public agency directed to the supplier or other party contracting to furnish goods or services to the City of Everett.

The City of Everett accepts no responsibility for the performance of any purchasing contract by the supplier, and the City of Everett accepts no responsibility for payment of the purchase price for any public agency.

SECTION 2 - SPECIFICATIONS

2.1 INTENT

The City of Everett requires a continuous supply of water treatment chemicals to ensure that water throughout the City is acceptable for use. The City's Water Pollution Control Facility (WPCF) and Water Filtration Plant (WFP) will use the chemicals. The Price Sheet (Form 3.02) contains separate sections for chemicals for the WPCF and and chemicals for the WFP. Both sections together form a single Price Sheet.

The WPCF uses the requested chemicals to disinfect and de-chlorinate treated wastewater prior to discharging to receiving waters in accordance with the National Pollutant Elimination System Waste Discharge Permit.

The WFP uses the requested chemicals to create potable drinking water from Chaplain Reservoir and delivers it to over 600,000 retail customers.

2.2 MULTIPLE AWARD

The City of Everett may enter into contracts with multiple suppliers and award to the lowest, most responsive bidders on an item-by-item basis.

2.3 QUANTITIES

The quantities listed on the price sheet are expressly agreed to be an estimated usage only, and nothing will bind the City ~~of Everett~~ to purchase any specified number of products. It is also understood that the City ~~of Everett~~ will not be obligated to purchase or pay for any items until ordered and received by the City. The City reserves the right to order and receive quantities as needed.

There will be no minimum threshold.

The supplier agrees to sell additional quantities of chemicals at the price listed for the remaining term of the contract plus any renewal periods.

2.4 GENERAL REQUIREMENTS

Supplier warrants that all chemicals provided as a result of this IFB, unless otherwise stated:

- Conform to the most current National Sanitation Foundation (NSF) standards 60 and 61 or American National Standards Institute (ANSI) and American Water Works Association (AWWA) standards for water or wastewater chemicals, as applicable.
- Have been certified by an ANSI-accredited listing agency.
- Are suitable for water treatment.
- Have appeared on the current United States Environmental Protection Agency (USEPA) advisory listing entitled "Report on Acceptable Drinking Water Additives".
- Conform to the general chemical specifications contained herein.
- Ensure and maintain state and federal regulatory compliance for any chemical and related container furnished under this solicitation.

The chemicals must not contain any foreign matter or impurity that may damage or interfere with the City's equipment, facility, or treatment processes. This includes foreign matter or impurities resulting from shipment or transfer into the City's tanks. Nor must the chemicals contain any impurity in sufficient

quantities that causes or may cause, by the City's normal usage of the chemicals, to violate any existing permit limit or water quality standard or any limit or standard that may be implemented during the term of this contract.

If at any time, any chemical supplied by the Supplier fails to conform to the specifications of the City, then the Supplier must, at no additional cost to the City, promptly replace it with the item that meets specifications.

The Supplier understands and acknowledges that the City provides services essential to the health and welfare of the public. Failure of a Supplier to provide contracted chemicals may jeopardize the City's ability to provide timely services, which may affect the health and welfare of the public served. In the event of product shortages at any point from production to delivery, the Supplier agrees ~~to affirm~~ that the City will be given the earliest possible notice and the highest priority for allocation of the chemicals listed herein. To the extent the Supplier must prioritize or allocate delivery among its customers, the requirements of the City under this solicitation will be honored before chemicals are provided to a customer with no such obligations.

The supplier's obligations to indemnify and save harmless the city under the terms of the ~~purchase order or contract~~ **Contract** for the chemicals include, without limitation, that the supplier must reimburse the City for any damages or costs incurred from any foreign material or impurity.

2.5 SAFETY DATA SHEETS (SDS)

The Globally Harmonized System of Classification and Labeling of Chemicals (GHS) includes criteria for classifying health, physical, and environmental hazards and specifies what information should be included on labels of hazardous chemicals and SDSs.

A copy of the most current SDS, complying with GHS criteria, must be submitted to the City of Everett with the Supplier's bid submission and with each shipment of chemicals.

2.6 REQUIRED AFFIDAVITS

Each delivery to the City must include affidavits stating that the supplied chemical meets the following:

- Applicable ANSI/AWWA standards.
- Standards of the Washington State Department of Health.
- National Sanitation Foundation (NSF) certification.
- Any additional specific requirements of the City.

2.7 SAMPLES AND ANALYSIS

The City reserves the right to retain samples from each shipment of chemicals. The Supplier agrees the contents of the samples provided fairly represent the quality of the product delivered in that shipment.

The City ~~of Everett~~ reserves the right to have the samples from the chemical shipments tested by an independent laboratory. Failure of a shipment to comply with the City specifications will be sufficient reason for rejection of the shipment. Should a shipment be rejected, the Supplier must remove all non-conforming chemicals at its sole cost. Upon notice of rejection of a shipment, the Supplier must furnish another shipment immediately, which must comply with the prescribed analysis in all respects. If a Supplier cannot promptly furnish the chemical of the acceptable quality, the City may obtain the chemical elsewhere.

2.8 WATER POLLUTION CONTROL FACILITY DELIVERY INFORMATION

The Water Pollution Control Facility (WPCF) is located at **4027 4th Street SE, Everett, WA, 98201**. All deliveries are F.O.B. Destination.

The supplier must make deliveries within five (5) business days after receipt of an order during normal business hours. The WPCF is open Monday through Friday, between 7:00 a.m. and 4:00 p.m. Deliveries will not be accepted on weekends and holidays nor outside the stated time period except by prior agreement between the supplier and the City.

The supplier must notify the WPCF at least twenty-four (24) hours before the actual expected delivery time.

2.9 WATER FILTRATION PLANT DELIVERY INFORMATION

The Water Filtration Plant (WFP) is located at **6133 Lake Chaplain Road, Monroe, WA, 98272**. All deliveries are F.O.B. Destination.

The supplier must make deliveries within five (5) business days after receipt of an order during normal business hours. The WFP is open Monday through Friday, between 7:00 a.m. and 4:00 p.m. Deliveries will not be accepted on weekends and holidays nor outside the stated time period except by prior agreement between the supplier and the City.

The supplier must notify the WFP at least twenty-four (24) hours before the expected delivery time. Drivers are encouraged to contact the WFP at 425-257-8200 prior to arrival. Cell phone coverage is unreliable when less than four (4) miles from the plant.

2.10 LIQUID HYDROFLUOSILICIC ACID

All hydrofluosilic acid (H_2SiF_6) must meet American National Standards Institute (ANSI)/American Water Works Association (AWWA) Standard B703-19. The liquid hydrofluosilic acid must be potable water treatment grade and contain not less than 23% and not more than 30% H_2SiF_6 by weight. The material supplied shall conform to ANSI and AWWA Standard B703-11, Section 4.

The supplier's agent must provide samples for the City according to ANSI and AWWA Standard B703-11, Section 5.1. The City will provide the sampling containers. The City shall retain the two (2) composite samples provided by the supplier's agent from each shipment.

Each shipment must be accompanied by a Certificate of Analysis (COA) for the amount of H_2SiF_6 in each shipment as per the ANSI/AWWA Standard B703-11, Section 6.3. This analysis must include the percent H_2SiF_6 by weight.

Delivery must be in trucks or trailers dedicated solely to hauling liquid hydrofluosilic acid. All delivery tanks and containers must be manufactured from or lined with materials that are highly resistant to hydrofluosilicic acid, as noted in ANSI/AWWA Standard B703-11.

The supplier must be able to deliver bulk shipments of hydrofluosilicic acid in quantities of 4,000 to 5,000 gallons.

It is preferred that the supplier's truck or trailer be fitted with a mechanical filter assembly. The recommended size is a 30-micron mesh size fibrous filter in the filter cartridge that is compatible with liquid hydrofluosilic acid. The supplier would filter the chemical during the unloading process and prior to the transfer of the product into the City facility's receiving storage tank.

The truck or trailer must be equipped for pneumatically unloading chemicals to storage tanks. If needed, the city will provide compressed air at a minimum of thirty (30) pounds per square inch (PSI). The truck or trailer is to be equipped to connect to a three (3) inch bolted gasket flange for off-loading.

The liquid hydrofluosilicic acid storage tanks are located at the WFP Fluoride Building. The tanks are as follows:

- Two (2) acid storage tanks with a capacity of 5,000 gallons each.
- One (1) acid day tank with a capacity of 1,200 gallons.

2.11 SODA ASH

All soda ash must meet American National Standards Institute (ANSI) and American Water Works Association (AWWA) Standard B201-18. The soda ash must be of the dense type, with an apparent density of 0.9 to 1.1 grams per milliliter (g/mL). The source of the soda ash must be from the Wyoming trona deposits, now termed Lake Gosiute.

The supplier's agent must provide samples for the City according to ANSI/AWWA Standard B201-18 Section 5.1. The samples will be held in borosilicate glass jars. The City will provide the sampling containers. The City shall retain one (1) sample from each shipment.

Delivery must be in trucks or trailers dedicated solely to hauling soda ash. The supplier must be able to deliver bulk shipments of soda ash in quantities of 35 tons. Each shipment must be accompanied by a Certificate of Analysis and a weight certificate from a certified weigher. Payment will be made only for the weight of the material received.

The truck or trailer must be equipped for pneumatically unloading chemicals to storage tanks. The pneumatic transfer will be with a minimum lift of 37 feet through a four (4) inch-diameter fill line with a male quick-connect connection. The supplier must provide the female connection end.

The soda ash storage tanks are located at the WFP Operations Building. The tanks are as follows:

- Two (2) solution batch tanks with a capacity of 1,000 gallons each.
- Four (4) storage bins with a capacity of 850 cubic feet each. Used for dry chemicals.

2.12 LIQUID SODIUM BISULFITE

The liquid sodium bisulfite must have a specific gravity of 1.33 Baume and a concentration between 38% and 42% by weight. It is used for effluent de-chlorination within the WPCF's processes.

The supplier must be able to deliver bulk shipments of liquid sodium bisulfite in quantities of 700 to 1,200 gallons. Each shipment must be accompanied by a Certificate of Analysis for the amount of liquid sodium bisulfite in the shipment.

Additionally, each shipment must be accompanied by a weight certificate from a certified weigher. Payment will only be made for the weight of the material received.

The truck or trailer must be fitted with a pumping system to off-load the product to the city's facility's receiving storage tank. The supplier must provide all connections, hoses, and any other necessary equipment to deliver and pump or off-load product.

The liquid sodium bisulfite storage tanks are located at WPCF Final Effluent North (FEN). There are two (2) storage tanks with a capacity of 750 gallons each.

2.13 SODIUM HYPOCHLORITE

WATER POLLUTION CONTROL FACILITY

The city's current contract term for Sodium Hypochlorite at the Water Pollution Control Facility will expire in April 2025. The City will determine the best method to fulfill the WPCF's Sodium Hypochlorite needs until then.

All sodium hypochlorite solution must conform with the American National Standards Institute (ANSI) and American Water Works Association (AWWA) Standard B300-18, Section 4. The sodium hypochlorite must be potable water treatment grade, in aqueous solution, of a concentration not less than twelve percent (12%) nor more than fifteen percent (15%) by weight Sodium Hypochlorite and have excess Sodium Hydroxide no greater than 1.5%.

This product must be certified as suitable for contact with or treatment of drinking water by an accredited certification organization in accordance with National Sanitation Foundation (NSF) and ANSI Standard 60, Drinking Water Treatment Chemicals - Health Effects. Such certification must be at least at a Maximum Use Level (MUL) of 3.0 parts per million (ppm) as chlorine.

For the WFP, the supplier's delivery trailer must have a port to provide a sample for analysis prior to hooking up the trailer. Upon arrival, the supplier's driver must draw a 1,000 milliliter (ml) sample of the sodium hypochlorite from the trailer in the presence of a City of Everett employee. The sample will be considered representative of the lot. Prior to off-loading at the WFP, the supplier must allow the City to test the sample using the "Suspended Solids Quality Test for Bleach Using Vacuum Filtration" method. If the sample achieves a filtration time of less than five (5) minutes for 1,000 ml and is approved by the City employee, the load can be transferred into the designated storage tank.

When performing the "Suspended Solids Quality Test for Bleach Using Vacuum Filtration" method, as described at <https://powellsolutions.com/wp-content/uploads/2021/07/ES-1711-FS-06252020.pdf>, a 1,000 ml sample must pass through a 47-millimeter (mm), 8 filter in less than five (5) minutes using a vacuum pump set at 20 inches of Hg. The City can refuse delivery of any product that requires more than five (5) minutes of filtration time in this test.

Each shipment must be accompanied by a Certificate of Analysis, which must include, but is not limited to, the following information:

1. Chemical name
2. Batch identification
3. Date of manufacture
4. Specific gravity
5. Percent of sodium hypochlorite by weight
6. Percent of excess caustic by weight

Each shipment must be accompanied by a weight certificate from a certified weigher. The certificate must clearly display vehicle gross and tare weights.

Delivery must be made in trucks or trailers dedicated solely to hauling sodium hypochlorite.

The supplier must be able to deliver bulk shipments of sodium hypochlorite in quantities of 1,500 to 5,000 gallons. Delivery frequency could range from a truckload every other day during the summer to less than once a week during the winter. Sales tax does not apply to bulk deliveries to the Water Filtration Plant.

The truck or trailer must be equipped for pneumatically unloading chemicals to storage tanks. All trucks or trailers must have their own compressor for unloading. They must also be equipped with at least thirty (30) feet of hose for connection to a male camlock quick connect. The supplier should check with the City to ensure the delivery hose has the correct fitting and is long enough.

Any sodium hypochlorite spilled during unloading shall be classified as a hazardous material spill. The supplier is responsible for promptly cleaning up any sodium hypochlorite spilled during the transfer. The truck or trailer must always carry a suitable spill-cleanup kit, and the driver must be trained in its use.

The storage tank sizes located at the WFP Hypochlorite Building are as follows:

- Four (4) storage tanks with a capacity of 12,000 gallons each.
- One (1) overflow tank with a capacity of 4,100 gallons each.

2.14 EPICHLOROHYDRIN DIMETHYLAMINE POLYAMINE

All Epichlorohydrin dimethylamine polyamine polyelectrolytes (EPI-DMA) must meet American National Standards Institute (ANSI) and American Water Works Association (AWWA) Standard B452-20. This might also be identified as liquid cationic polyelectrolyte. The liquid EPI-DMA polyelectrolyte must be potable water treatment grade, in aqueous suspension, of a concentration not less than 50% by weight active polymer.

The City will only accept the below-approved polyelectrolytes for use at the Water Filtration Plant:

- Nalco 8105
- Diafloc 3495
- Ciba Magnafloc LT-7981
- Sweetwater B-150
- Summit Sumaclear P-10
- Jes Chem PA-16
- Hexafloc 500L
- Clarifloc C-339

Suppliers seeking approval of their liquid polyelectrolyte for inclusion on the list of eligible products must provide technical information and specifications with their price sheet submittal.

The supplier's agent shall provide the City with samples, which will be held in borosilicate glass jars. The City shall retain one (1) sample from each shipment.

Each shipment must be accompanied by a Certificate of Analysis, which must include, but is not limited to, the following information:

1. Product name

2. Batch number
3. Date of manufacture
4. Weight per gallon and temperature
5. Neat viscosity and temperature
6. Parts per million epichlorohydrin monomer residual
7. Specific gravity
8. Nephelometric turbidity units
9. Color

The supplier must be able to deliver bulk shipments of 4,000 to 5,000 gallons.

The truck or trailer must be equipped to unload chemicals to storage tanks pneumatically. The pneumatic transfer must be with a minimum lift of 37 feet. If needed, the City will provide clean, dry air at the unloading point. The supplier must supply a fitting to connect to a two (2) inch male camlock for transfer.

The liquid cationic polyelectrolyte storage tanks are located at the WFP Operations Building and Alum-Polymer Storage Building. The tanks are as follows:

- Two (2) day tanks with a capacity of 500 gallons each. Located at the Operations Building.
- One (1) intermediate tank with a capacity of 270 gallons. Located at the Operations Building.
- Two (2) storage tanks with a capacity of 30,000 gallons each. Located at the Alum-Polymer Storage Building.

2.15 LIQUID ALUMINUM SULFATE

All liquid aluminum sulfate must meet American National Standards Institute (ANSI) and American Water Works Association (AWWA) Standard B403-16. The liquid aluminum sulfate must be potable water treatment grade and contain not less than 8% Al_2O_3 by weight and shall conform to ANSI/AWWA Standard B403-16 Section 4.2.

These specifications aim to provide the City with liquid aluminum sulfate equal to or better than that derived from the standard bauxite or sulfuric acid digestion process. Insoluble or precipitative material will not be accepted.

The supplier's agent must provide samples for the plant operator according to ANSI and AWWA Standard B403-16, Section 5.1.3. The City will provide the sampling containers. The City shall retain one (1) composite sample from each shipment, which will be held in borosilicate glass jars.

Delivery must be in trucks or trailers dedicated solely to hauling liquid aluminum sulfate. Each shipment is to be accompanied by a Certificate of Analysis, which must include, but is not limited to, the following information:

1. Chemical name
2. Batch identification
3. Date of manufacture

4. Specific gravity, at 20°C
5. Equivalent aluminum oxide concentration, in percentage of Al_2O_3 , by weight
6. Aluminum concentration, in percentage of Al, by weight
7. Dry aluminum concentration, in the percentage of $\text{Al}_2(\text{SO}_4)_3 \cdot 14\text{H}_2\text{O}$, by weight
8. Free acidity, in percentage of H_2SO_4 , or basicity, in percentage of Al_2O_3 , by weight

Additionally, each shipment must be accompanied by a weight certificate from a certified weigher. Payment will only be made for the weight of the material received.

The liquid aluminum sulfate storage tanks are located at the WFP Operations Building and Alum-Polymer Storage Building. The tanks are as follows:

- One (1) day tank with the capacity of 500 gallons. Located at the Operations Building.
- Two (2) storage tanks with a capacity of 28,000 gallons each. Located at the Alum-Polymer Storage Building.

2.16 NON-IONIC POLYACRYLAMIDE

All non-ionic polyacrylamide, also known as dry polymer, must meet the American National Standards Institute (ANSI) and American Water Works Association (AWWA) Standard B453-19.

The acrylamide monomer content of each shipment must be no greater than 0.05 percent by weight of the active polymer content based on a dose level of one (1) milligram per liter (mg/L) active polymer. The supplier must provide an estimate of the residual acrylamide monomer content. This estimate must be based on the maximum concentration of residual acrylamide monomer and must be reported as less than or equal to that concentration.

This product must be certified as suitable for contact with or treatment of drinking water by an accredited certification organization in accordance with the National Sanitation Foundation and ANSI 60, Drinking Water Treatment Chemicals-Health Effects.

The supplier's agent must provide the City with samples, which will be held in borosilicate glass jars. The City shall retain one (1) sample from each shipment.

The City will only accept the below-approved polyacrylamide for use at the **Water Filtration Plant**:

- Nalclear 8170 PULV
- Hexafloc ND5-EP
- Clarifloc A-210P
- Clarifloc A-6330
- Hexafloc CP-14EP

Suppliers seeking approval of their dry polyacrylamide for inclusion on the list of eligible products must provide technical information and specifications with their price sheet submittal.

The supplier must be able to deliver the product in 55-pound bags placed on a wooden shipping pallet. Each shipment must provide the percent of the weight of the active polymer in the product.

In addition, each shipment must be accompanied by a Certificate of Analysis, which must include, but is not limited to, the following information:

1. Product name
2. Batch number
3. Date of manufacture
4. Specific gravity
5. Percent solids
6. pH of the substance
7. Color

The dry polymer storage tanks are located at the WFP Operations Building. There are two (2) storage tanks with a capacity of 170 gallons each.

2.17 RELATED PRODUCTS

Additional similar products may be added during the duration of the contract. Pricing will be requested from the lowest supplier or suppliers for the most similar item, provided that such products are typically furnished by the supplier. A documented contract amendment will add any additional items to the contract.

In addition, the City reserves the right to make changes, additions to, or deductions from these specifications provided that they conform to the general specifications. This may be due to changes in standards.

The supplier must not affect any change without the prior written approval of the City of Everett Procurement Professional.

2.18 PRICING AND DELIVERY

Prices must include delivery and be F.O.B. Destination to the following addresses:

Water Filtration Plant (WFP)
6133 Lake Chaplain Road
Monroe, WA 98272

Water Pollution Control Facility (WPCF)
4027 4th Street SE
Everett, WA 98201

- The supplier assumes responsibility for the delivery of all equipment quoted.
- Suppliers must certify that the quoted equipment can be delivered within the stated number of days on their quote.
- Prices must include sales or use tax per <https://dor.wa.gov/find-taxes-rates/use-tax>
- **Bidders must include all cost elements in their pricing, including duties, shipping, handling, delivery, and transportation costs. Except as otherwise provided in the solicitation, there must be no additional costs of any kind.**

The City reserves the right to inspect trucks or trailers, driver's logs, interview drivers, require written documentation supporting this requirement, or any other information deemed necessary to ensure compliance with the stated requirements. Suppliers may incur substantial costs for any contaminated trailer and subsequent contamination of processes at the plants.

The supplier must promptly notify the City of any spilled product to the satisfaction and approval of the Plant Operator or designee.

2.19 PRICING ADJUSTMENTS

Prices shall remain firm for the duration of the initial sixty (60) calendar days of the contract ~~period~~term. Reasonable price changes based on market conditions and price or cost analysis may be requested after the contract ~~period's term's~~ initial thirty (30) calendar days. The Supplier shall supply documentation satisfactory to the City ~~of Everett~~, such as documented changes to the Producer Price Index for the commodity or a manufacturer's published modification of price change(s) in order for staff to conduct an analysis. PPI information will be used from the U.S. Bureau of Labor Statistics.

The City ~~of Everett~~ will evaluate this information to determine if revising the price is considered fair and reasonable to the satisfaction of the City. Requests for any such change are to be made in writing to the Procurement Division. A written ~~contract amendment~~notice will be issued by the City, which will institute the price adjustment, provide the new prices, and establish the effective date for the new prices. No payment for additional products not stipulated in the IFB shall be paid without prior approval by the Procurement Division. The Supplier is responsible for keeping all pricing up to date and on file with the City ~~of Everett~~.

The Supplier shall give the ~~City of Everett~~ Procurement Division thirty (30) calendar days written notice prior to the effective date of the price increase. If the price increase request is not approved, the City may cancel by individual line item or entire ~~Ce~~ contract.

All price reductions at the manufacturer's or distributor's level shall be reflected in a retroactive reduction of the contract price(s) to the City of Everett to the effective date of the price reductions.

2.20 PAYMENT

Within thirty (30) days after delivery, acceptance of items ordered, and a properly prepared invoice, but not more often than once per month, the City of Everett will pay the Supplier according to the rate(s) stated on the price sheet or adjusted as provided in this solicitation.

No down payment or advance payment of any kind will be made. Washington State law requires proof that the materials have been furnished, the services rendered or the labor performed as described before payment may be made. All invoices must list the PO number and are to be submitted to the following address:

City of Everett - Accounts Payable
PO Box 12130
Everett, WA 98206
accountspayable@everettwa.gov

SECTION 3 – BID SUBMITTAL REQUIREMENTS

3.1 SUBMITTAL REQUIREMENTS

Suppliers must provide a bid that demonstrates an understanding of the bid requirements, as stated throughout this Invitation for Bid.

In response to this IFB, bids must be submitted in the order specified below. Bids must include:

- 1. Form 3.01 – Supplier Commitment and Information**
- 2. Form 3.02 – Price Sheet**
- 3. Form 3.03 – Certificate of Non-Debarment/Suspension**
- 4. Form 3.04 – Emergency Information**
- 5. SDS Reports for each chemical your company is bidding on**

Sealed Bid Submissions must be submitted in a SEALED ENVELOPE using the optional Bid Opening Label (below) or clearly marked with the Bid Number and Title to the City of Everett no later than the bid due date and time.

URGENT – SEALED BID ENCLOSED	
Do Not Delay – Deliver Immediately	
U R G E N T	 EVERETT WASHINGTON
	City Clerk's Office Attention: Procurement 2930 Wetmore Ave, Suite 1A Everett, WA 98201
	IFB Number: 2024-124
	IFB Title: Water Treatment Chemicals
	Procurement Professional: Bert Cueva, CPPB
	Supplier:
U R G E N T	

FORM 3.01 SUPPLIER COMMITMENT AND INFORMATION
INVITATION FOR BID #2024-124 WATER TREATMENT CHEMICALS

Company Name:		
Company Address:		
City:	State:	ZIP:
Tax ID #:	UBI #:	
Legal status of supplier organization, i.e., corporation, partnership, sole proprietorship.		
Diversity Certification (if applicable): <input type="checkbox"/> Disadvantaged Business Enterprise (DBE) <input type="checkbox"/> Minority Business Enterprise (MBE) <input type="checkbox"/> Women Business Enterprise (WBE) <input type="checkbox"/> Minority Women Business Enterprise (MWBE) Certification number:		
Website:	City of Everett Business License #	
Supplier Contact Name (if different from Authorizing Official):	Supplier Contact Title:	
Supplier Contact Email:	Supplier Contact Direct Phone:	
Supplier Contact Address (If different from above):		
City:	State:	ZIP:

By responding to this solicitation, the Supplier understands and agrees to be bound by all requirements and contract terms and conditions contained in this solicitation. By signing this form, the Supplier acknowledges receipt and understanding of any and all addenda issued for this solicitation. This form, signed by an individual authorized to legally commit the Supplier, shall be submitted as the cover page.

The Supplier also certifies that:

- I am authorized to commit my firm to this Bid and that the information herein is valid 90 days from this date.
- That all information presented herein is accurate and complete and that the scope of work can be performed as presented in this proposal upon the City's request.
- That I have had an opportunity to ask questions regarding this Bid and that those questions have been answered.
- That this Bid response is made without prior understanding, agreement, or connection with any corporation, firm, or person submitting an offer for this bid and is in all respects fair and without collusion or fraud.

This form may be signed by ink signature, copy of ink signature, copy of signature, e-signature or any other form of signature. By submitting this bid, the bidder agrees that its signature will have the same legal effect as an original ink signature.

Authorizing Official Name:	Authorizing Official Title:
Authorizing Official Email:	Authorizing Official Phone:
Authorizing Official Signature and Date :	

FORM 3.02 PRICE SHEET
INVITATION FOR BID #2024-124 WATER TREATMENT CHEMICALS

Supplier Name:

Forms 3.01 and 3.02 must be completed and submitted to be considered responsive. Quotes for goods other than those specified will not be considered unless authorized by the solicitation. Prices must be rounded to the nearest two (2) decimal places. If there is a conflict between the unit price and the extended price, the unit price will govern.

Bidders must include all cost elements in their pricing, including duties, shipping, handling, delivery, and transportation costs. Except as otherwise provided in the solicitation, there must be no additional costs of any kind.

*Note: Quantities listed below are current estimates for award purposes only. Actual purchase quantities may vary.

SHIP-TO LOCATION: WATER FILTRATION PLANT						
#	Description	Delivery after receipt of order (business days)	Unit of Measure	Unit Price	Quantity*	Extended Price
1	Liquid Hydrofluorosilicic Acid		TON	\$	60	\$
2	Soda Ash Identify location of origin: _____		TON	\$	800	\$
3	Epichlorohydrin Dimethylamine Polyamine Brand Offered: _____ <i>If the brand you are offering is not on the approved list, state the alternative and provide technical information and specifications with submission.</i>		TON	\$	60	\$
4	Liquid Aluminum Sulfate		Dry TON	\$	250	\$

FORM 3.02 PRICE SHEET
INVITATION FOR BID #2024-124 WATER TREATMENT CHEMICALS

Supplier Name:

Forms 3.01 and 3.02 must be completed and submitted to be considered responsive. Quotes for goods other than those specified will not be considered unless authorized by the solicitation. Prices must be rounded to the nearest two (2) decimal places. If there is a conflict between the unit price and the extended price, the unit price will govern.

Bidders must include all cost elements in their pricing, including duties, shipping, handling, delivery, and transportation costs. Except as otherwise provided in the solicitation, there must be no additional costs of any kind.

*Note: Quantities listed below are current estimates for award purposes only. Actual purchase quantities may vary.

#	Description	Delivery after receipt of order (business days)	Unit of Measure	Unit Price	Quantity*	Extended Price
5	Non-Ionic Polyacrylamide Brand Offered: _____ <i>If the brand you are offering is not on the approved list, state the alternative and provide technical information and specifications with submission.</i>		POUND	\$	1,135	\$
6	Sodium Hypochlorite – *non-taxable* Manufacturer and Source: _____		GALLON	\$	315,500	\$
Subtotal:						\$
8.5% Sales Tax, items 1-5:						\$
Total:						\$

FORM 3.02 PRICE SHEET
INVITATION FOR BID #2024-124 WATER TREATMENT CHEMICALS

Supplier Name:

Forms 3.01 and 3.02 must be completed and submitted to be considered responsive. Quotes for goods other than those specified will not be considered unless authorized by the solicitation. Prices must be rounded to the nearest two (2) decimal places. If there is a conflict between the unit price and the extended price, the unit price will govern.

Bidders must include all cost elements in their pricing, including duties, shipping, handling, delivery, and transportation costs. Except as otherwise provided in the solicitation, there must be no additional costs of any kind.

*Note: Quantities listed below are current estimates for award purposes only. Actual purchase quantities may vary.

SHIP-TO LOCATION: WATER POLLUTION CONTROL FACILITY						
#	Description	Delivery after receipt of delivery (business days)	Unit of Measure	Unit Price	Quantity*	Extended Price
1	Liquid Sodium Bisulfite		GALLON	\$	4,000	\$
2	Sodium Hypochlorite Manufacturer and Source: _____		GALLON	\$	90,000	\$
Subtotal:						\$
9.9% Sales Tax:						\$
Total:						\$

FORM 3.02 PRICE SHEET
INVITATION FOR BID #2024-124 WATER TREATMENT CHEMICALS

Supplier Name:

Forms 3.01 and 3.02 must be completed and submitted to be considered responsive. Quotes for goods other than those specified will not be considered unless authorized by the solicitation. Prices must be rounded to the nearest two (2) decimal places. If there is a conflict between the unit price and the extended price, the unit price will govern.

Bidders must include all cost elements in their pricing, including duties, shipping, handling, delivery, and transportation costs. Except as otherwise provided in the solicitation, there must be no additional costs of any kind.

*Note: Quantities listed below are current estimates for award purposes only. Actual purchase quantities may vary.

Do you certify that you are NOT on the Comptroller General's list of ineligible contractors nor the list of parties excluded from Federal procurement or non-procurement programs?

Yes ☐ No ☐

Do you agree to provide these products to other public agencies pursuant to RCW 39.34 and Section 1.21 above?

Yes ☐ No ☐

FORM 3.03 CERTIFICATE OF NON-DEBARMENT/SUSPENSION
INVITATION FOR BID #2024-124 WATER TREATMENT CHEMICALS

CERTIFICATION REGARDING DEBARMENT, SUSPENSION AND OTHER

INELIGIBILITY AND VOLUNTARY EXCLUSION

LOWER TIER COVERED TRANSACTIONS

THIS FORM MUST BE COMPLETED BY THE PRIME SUPPLIER AND ANY SUB-TIER SUPPLIERS THAT WILL BE AFFILIATED WITH THE WORK IN THIS QUOTE. RETURN ALL COMPLETED FORMS WITH ORIGINAL QUOTATION PACKAGE.

The Lower Tier Participant (Applicant for a third-party subcontract or subgrant under a federal funded project),

_____ hereinafter referred to as *Supplier*, certifies, by submission of this document, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from participation in this transaction by any federal department or agency.

Where the Supplier is unable to certify to any of the statements in this certification, such Supplier must attach an explanation to this submittal.

The Supplier, _____, certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification and understands that the provisions of 31 U.S.C. Section 3801 et seq. are applicable thereto.

Signature of Authorized Official

Title of Authorized Official

Date

FORM 3.04 EMERGENCY INFORMATION

INVITATION FOR BID #2024-124 WATER TREATMENT CHEMICALS

In the event of an emergency or disaster, the City of Everett is requesting that your company be a pre-qualified supplier of the commodity requested in this solicitation if awarded. Respondents are advised that the commodity contracted for as a result of this solicitation may be called upon by the City of Everett or other governmental entities at times of emergencies or disasters. Indicate below if you agree to honor the terms and conditions, except for delivery and delivery locations, of the resulting contract. Delivery arrangements will be coordinated directly with the stricken entity.

Indicate your agreement to provide the commodity specified in this solicitation to the City of Everett and other governmental agencies in the event of an emergency or disaster.

Yes _____ No _____

If yes, list a contact name, phone and e-mail address of the person who would be on-call 24 hours everyday in the event of an emergency or disaster.¹

Name: _____

Phone: _____

Cell Phone: _____

E-mail: _____

¹ A disaster will likely affect more people or will have more devastating consequences than that of an emergency. An emergency can turn into a disaster while a disaster is inherently an emergency situation, if noticed ahead of time. Not all bad results of an emergency will reach the level of disaster.

SECTION 4 – ACRONYMS & DEFINITIONS

ANSI: American National Standards Institute

AWWA: American Water Works Association

Bidder: see “Supplier”.

CFR: Code of Federal Regulations.

City Facility: the location(s) work is to be performed.

City: refers to the City of Everett (“COE”), located in Washington State.

Contractor: see “Supplier”.

Contract Administrator: see “Procurement Professional”.

Cost Analysis: comparison of offered price to the offeror’s own costs and evaluation of the difference (profit).

Equipment: an assembly of machines and components in a logical manner that works systematically to provide an intended, conditioned environment for the facility.

GHS: The global harmonized system of classification of labeling of chemicals.

L&I: the Washington State Department of Labor and Industries.

Lower Tier Participant: see “Supplier”.

Must: see “Shall”.

NSF: National Sanitation Foundation

Offeror: see “Supplier”.

Price Analysis: comparison of proposed price to comparable pricing data.

Prime Contractor: see “Supplier”.

Procurement Professional: the individual in Procurement assigned by the City of Everett who is responsible for resolving contractual issues and supporting the Project Manager during Contract performance. This includes the issuance of a written document to amend, modify, or deviate from the Contract terms, conditions, requirements, specifications, details, or delivery schedule.

Project Manager: the individual assigned by the requesting department that is responsible for managing, inspecting, and monitoring all Contractor work performed to ensure compliance with the contract requirements. The Project Manager is the Contractor’s primary point of contact and acts as the agency’s representative in charge of work at the site.

Proposer: see “Supplier”.

RCW: Revised Code of Washington.

Recipient: see “City”.

SDS: Safety Data Sheet

Shall or Must: the terms “shall” or “must” are used whenever a specification expresses a requirement by either the City or the Supplier.

Subcontractor: the individual, association, partnership, firm, company, corporation, or joint venture entering into an agreement with the Supplier to perform any portion of the work covered by this contract.

Submittals: information that is submitted to the City of Everett by the Supplier.

Supplier: the individual, association, partnership, firm, company, corporation, or a combination thereof, including joint ventures, submitting a response to perform the work.

UCC: Uniform Commercial Code.

USEPA: United States Environmental Protection Agency

WAC: Washington Administrative Code.

WFP: Water Filtration Plant located in the city of Monroe, Washington.

WPCF: Water Pollution Control Facility located in the city of Everett, Washington.

CITY OF EVERETT
STANDARD TERMS AND CONDITIONS

INVITATION TO BID, REQUEST FOR QUOTATION & PURCHASE ORDER CONTRACT

1. ~~ACCEPTANCE OF TERMS AND CONDITIONS.~~ Supplier shall provide the goods and/or services described in this PO in accordance with these terms and conditions unless otherwise noted on the face of the PO. ~~Acceptance of this PO by either Supplier's written acknowledgment or commencement of performance shall create a binding contract and shall be conclusive evidence of Supplier's full acceptance of this PO and these terms and conditions. If this PO arises from an Invitation to Quote, Request for Proposals, or any other solicitation, then all provisions of such solicitation (including without limitation all specifications) are incorporated into these Terms and Conditions. If this PO arises from a cooperative contract, then all applicable provisions of the cooperative contract are incorporated into these Terms and Conditions. However, if there is a conflict between the provisions of these Terms and Conditions and the solicitation or cooperative contract, then the provision that is most stringent on Supplier and/or that grants the City greater rights shall control. If contract provisions are required by applicable federal, state, or local laws or regulations, then these Terms and Conditions are deemed to include such provisions. This PO expressly limits acceptance to the terms and conditions stated herein. All additional or different terms proposed by Supplier are objected to and hereby rejected unless otherwise provided in writing by the City's Procurement Manager or designee.~~
2. ~~AMENDMENT/CHANGES:~~ No change to this PO (including without limitation change to any term, condition, delivery, price, quality, quantity, or specification) will be effective without the written consent of the City's Procurement Manager or designee.
3. ~~TERMS AND CONDITIONS RELATED TO GOODS:~~
 - a. ~~Handling:~~ No charges will be allowed for handling, which includes, but is not limited to, packing, wrapping, bags, containers, or reels unless otherwise stated herein. Material Safety Data Sheets must be included with shipments of any material requiring such documentation.
 - b. ~~Delivery Date:~~ For any change to the delivery date specified on this PO, Supplier shall give prior notification and obtain written approval thereto from the City's Procurement Manager or designee. With respect to delivery under this PO, time is of the essence, and this PO is subject to termination by the City for failure to deliver when specified. The acceptance by the City of late delivery with or without objection shall not waive the City's right to claim damages for such breach or constitute a waiver of timely performance of any Supplier obligation.
 - c. ~~Shipping Instructions:~~ Unless otherwise specified on this PO, all goods must be shipped prepaid, FOB Destination. Where shipping addresses indicate room numbers and/or inside delivery, the Supplier must make delivery to that location at no additional charge. Where specific authorization is granted to ship goods to FOB shipping point, Supplier must prepay all shipping charges and route as instructed or, if instructions are not provided, route by cheapest common carrier and provide the charge for such delivery as a separate item on Supplier's invoice. Each invoice for shipping charges shall contain the original or a copy of the bill indicating that the payment for shipping has been made. The City reserves the right to refuse COD shipments.
 - d. ~~Risk of Loss:~~ Regardless of FOB point, Supplier agrees to bear all risks of loss, injury, spoilage, or destruction of goods and materials ordered herein which occur prior to delivery. Such loss, injury, or destruction shall not release Supplier from any obligation hereunder.
 - e. ~~Free and Clear:~~ Supplier warrants that all goods delivered herein are free and clear of all liens, claims, or encumbrances of any kind.
 - f. ~~Identification:~~ All invoices, packing lists, packages, shipping notices, and other written documents relating to this PO shall contain the PO number. Packing lists shall be enclosed in each and every box or package shipped pursuant to this PO, indicating the contents therein.
 - g. ~~Rejection:~~ All goods purchased herein are subject to approval by the City. Any rejection of goods or materials resulting because of nonconformity to the terms and specifications of this PO, whether held by the City or returned to Supplier, will be at Supplier's risk and expense.
 - h. ~~Warranties:~~ Supplier warrants that goods are new, current, and fully warranted by the manufacturer. Delivered goods will comply with the PO and be free from defects in labor, material, and manufacture. All UCC implied and express warranties are incorporated in this PO. Supplier shall transfer all warranties to the City. Supplier warrants that goods supplied under this PO conform to the description and applicable specifications, shall be of good merchantable quality, and are fit for the purpose for which such goods are ordinarily employed, except that if a particular purpose is stated, the goods must then be fit for that particular purpose. This is in addition to any express warranties, standard warranty, and/or service guarantees given by Supplier. Supplier warrants that goods furnished on this PO do not infringe any patent, registered trademark, or copyright.
 - i. ~~Price:~~ If price is not stated on this PO, it is agreed that the goods shall be billed at the price last quoted or paid, or prevailing market price, whichever is lower.
4. ~~TERMS AND CONDITIONS RELATED TO SERVICES:~~
 - a. ~~General:~~ Supplier shall perform the services described in this PO in a competent and professional manner. Without a written directive of an authorized representative of the City, Supplier shall not perform any services that are in addition to, or beyond the scope of, such services. If Supplier's proposal is attached to the PO, and if such proposal contains or incorporates any conditions

or terms in addition to or different from the terms of this PO, then Supplier expressly agrees that such conditions or terms are neither incorporated nor included into this PO unless otherwise determined by the City's Procurement Manager or designee. Reports, drawings, plans, specifications, and any other intangible property created in furtherance of the services are property of the City for all purposes, whether the project for which they are made is executed or not, and may be used by the City for any purpose.

b. Public Work: If this PO is for construction or maintenance services or is otherwise for a public work, then (i) Supplier shall furnish all labor, tools, materials, equipment, and supplies required and shall, in a workmanlike manner, perform the work; (ii) Supplier shall comply with RCW 39.12 (Prevailing Wages), including without limitation Supplier submission of copies of "Statement of Intent to Pay Prevailing Wages" and "Affidavit of Wages Paid" to the City Clerk and Department of Labor and Industries; and (iii) Supplier agrees that the Supplier shall actively solicit the employment of minority group members. Supplier further agrees that the contractor shall actively solicit bids for the subcontracting of goods or services from qualified minority businesses. Supplier shall furnish evidence of the contractor's compliance with these requirements of minority employment and solicitation. Supplier further agrees to consider the grant of subcontracts to such minority bidders on the basis of substantially equal proposals in the light most favorable to such minority businesses. The Supplier shall be required to submit evidence of compliance with this section as part of the bid.

c. Insurance: Supplier shall procure and maintain insurance as required under insurance requirements at: <https://www.everettwa.gov/319/Procurement>.

5. PAYMENT TERMS/TAXES/CASH DISCOUNT: Unless otherwise stated on this PO, the terms of payment shall be net 30 days from receipt of a proper invoice. PO numbers must be noted on all invoices. Invoices will not be processed for payment until invoiced goods or services are received. Payments by the City are not assignable without the prior written consent of the City's Procurement Manager or designee. Unless otherwise provided in this PO, the City agrees to pay all State of Washington sales or use tax. No charge by Supplier shall be made for federal excise taxes, and the City agrees to furnish Supplier, upon acceptance of goods or services supplied under this order, with an exemption certificate. In the event that the City is entitled to a cash discount, the period of computation will commence on the date of delivery or receipt of a correctly completed invoice, whichever is later. If an adjustment in payment is necessary due to damage, the cash discount period shall commence on the date final approval for payment is authorized. If a discount applies, but the invoice does not reflect the existence of a cash discount, the City is entitled to a cash discount with the period commencing on the date it is determined by the City that a cash discount applies.

6. COMPLIANCE WITH APPLICABLE LAWS/DISCRIMINATION: Supplier shall comply with all applicable federal, state, local laws and regulations. Supplier shall possess and maintain all necessary licenses, permits, certificates, and credentials. If applicable, Supplier shall have a valid and current City of Everett business license. Supplier agrees not to discriminate against any employee or any other person in the performance of this PO because of race, creed, color, national origin, marital status, sex, age, disability, or other circumstances as may be defined by federal, state, or local law or ordinance.

7. INDEMNIFICATION: Supplier shall defend, indemnify, and hold the City, its officers, employees, and agents harmless from any and all claims, injuries, damages, losses, or suits, including attorney fees, resulting from the acts or omissions of Supplier, its contractors, agents or employees arising out of or in connection with the performance of this PO, except for injuries and damages caused by the sole negligence of the City. Should a court of competent jurisdiction determine that this PO is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of Supplier and the City, the Supplier's liability hereunder shall be only to the extent of Supplier's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Supplier's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purpose of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this PO.

8. TERMINATION: The City may terminate this PO at any time with written notice to Supplier. Upon receipt of the written notice, Supplier shall stop performance, and City shall pay Supplier for goods and services delivered and accepted. If Supplier breaches any PO obligation or is declared insolvent, the City may terminate this PO for cause with written notice to Supplier, and Supplier shall be liable for all damages, including incidental and consequential damages, resulting from such breach.

9. COOPERATIVE PURCHASING: Agencies that have an Intergovernmental Cooperative Purchasing Agreement with the City may purchase from City contracts, including this PO, if so stated in the solicitation. The City is not responsible for any purchase order issued by another agency.

10.1. _____ OTHER:

The laws of the State of Washington govern this PO. Exclusive venue for any dispute relating to this PO shall be in Snohomish County Superior Court. Unless otherwise provided in this PO, this PO and all records associated with the PO are subject to public disclosure by the City without notice to Supplier. If a court of competent jurisdiction declares any provision of the PO to be invalid, the other provisions and the rights and obligations of the parties remain in effect. Any failure by the City to enforce strict performance of any provision of this PO will not constitute a waiver of the City's right to enforce such provision or any other provision of the PO. Supplier shall not assign, transfer, or encumber any rights, duties, or interests under this PO without the written consent of the City's Procurement Manager or designee.

Project title: PRO Housing Grant Application

Council Bill # *interoffice use*

Agenda dates requested:

Briefing 10/2/24
Proposed action
Consent
Action 10/9/24
Ordinance
Public Hearing 10/9/24
X Yes No

Budget amendment:

Yes X No

PowerPoint presentation:

X Yes No

Attachments:

PRO Housing Grant
Application

Department(s) involved:

Community, Planning, and
Economic Development

Contact person:

Julie Willie
Yorik Stevens-Wajda

Phone number:

425-257-7155

Email:

Klandry@everettwa.gov

Initialed by:

Department head

Administration

Council President

Project: Pathways to Removing Obstacles to Housing (PRO Housing) Grant Application

Partner/Supplier: U.S. Department of Housing and Urban Development

Location: N/A

Preceding action: N/A

Fund: Fund 197

Fiscal summary statement:

This grant application is for a \$7 Million proposal that will be used to advance housing efforts within the City. The budget will be broken down between housing planning activities (\$1.5 Million), a Housing Revolving Loan fund (\$5 Million), and indirect/administrative support (\$500,000). Funds will be spent over a six-year period, from date of award, anticipated from 7/1/2025 – 6/30/2030.

Funds used under the Revolving Loan fund will be returned to the City in the form of loan payoffs with a simple, deferred interest in compliance with existing standards under Fund 197.

Project summary statement:

The City of Everett's Community, Planning, and Economic Development Department is proposing to submit an ambitious Pathways to Removing Obstacles (PRO) Housing proposal designed to deliver substantial short- to medium-term returns on investment while leveraging these funds to create sustainable, long-term impact well beyond the grant's duration. Recognizing the unprecedented scale of the national housing crisis, the City is committed to being a proactive partner and has developed a comprehensive, innovative, and strategic approach to housing. This strategy directly addresses the PRO Housing grant's core objectives: removing barriers to affordable housing production and preservation, affirmatively furthering fair housing, and aligning with CDBG national objectives.

The City recognizes that growing demand and rising housing costs present significant challenges, especially for low- and moderate-income households. Communities of color, including Black, Latinx, and immigrant populations, are concentrated in areas like the greater Casino Road area, where affordability and displacement pressures are most severe. With rising costs and stagnant wages, Everett urgently needs equitable housing solutions, making PRO Housing funds vital to expanding affordable housing, reducing displacement, and promoting long-term stability.

Recommendation (exact action requested of Council):

Authorize city staff to apply for and if awarded authorize the Mayor to sign all necessary documents and agreements regarding the application, acceptance, and utilization of US Department of Housing and Urban Development Pathways to Removing Obstacles to Housing Grant, in the amount of \$7,000,000.

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NARRATIVE EXHIBIT A: Executive Summary

The City of Everett, Washington (the “City”), has submitted an ambitious PRO Housing proposal designed to deliver substantial short- to medium-term returns on investment while leveraging these funds to create sustainable, long-term impact well beyond the grant’s duration. Recognizing the unprecedented scale of the national housing crisis, the City is committed to being a proactive partner and has developed a comprehensive, innovative, and strategic approach to housing. This strategy directly addresses the PRO Housing grant’s core objectives: removing barriers to affordable housing production and preservation, affirmatively furthering fair housing, and aligning with CDBG national objectives.

Everett, a diverse and growing city of about 115,000 residents in Snohomish County, serves as a major regional economic hub with key industries such as aerospace (anchored by Boeing), healthcare, manufacturing, maritime, and education. However, growing demand and rising housing costs present significant challenges, especially for low- and moderate-income households. Communities of color, including Black, Latinx, and immigrant populations, are concentrated in areas like Casino Road, where affordability and displacement pressures are most severe. With rising costs and stagnant wages, Everett urgently needs equitable housing solutions, making PRO Housing funds vital to expanding affordable housing, reducing displacement, and promoting long-term stability.

1. Project Description and Funding Allocation

Project addresses systemic barriers to housing production and preservation, focusing on equity and sustainability. The City’s \$7 million application is allocated in three key areas:

- **Housing Policy and Strategic Initiatives – \$1.5 million**

This portion of the funding will support seven critical initiatives that align with Everett’s goals for housing equity, affordability, and sustainability:

- 5-Year Housing Innovation and Sustainability Plan: Promoting modular and innovative housing for cost-effective and energy-efficient development.
- Housing Strategic Finance Plan: Develops a funding strategy to ensure long-term housing affordability.
- Housing Efficient Permitting Plan: Streamlines permitting processes to reduce development timelines and costs.
- 0-30% AMI PSH/Non-PSH Housing Strategic Action Plan: Prioritizes housing for the city’s most vulnerable populations, including Permanent Supportive Housing (PSH) for low-income residents.
- Coalition for Advanced Housing Production (CAHP) Plan: Engages stakeholders in driving affordable housing through innovative construction methods.
- Affirmatively Furthering Fair Housing (AFFH) Plan Implementation: Ensures all housing initiatives meet fair housing standards and equitable access to housing.

- **Housing Production and Preservation – \$5 million**

Core funding that directly supports creation and preservation of affordable housing:

- Everett Revolving Affordable Housing Accelerator (ERAHA): Establishes a revolving loan fund to provide low-interest loans for affordable housing developments, ensuring a continuous pipeline of housing projects.
- Section 108 Legacy Challenge: City will pursue this funding and invest in modular manufactured housing facilities and production, reducing construction costs and timelines through a local Modular Housing Industrial Hub.

- **Administrative Support/Indirect Costs – \$0.5 million**

Funding covers staffing, reporting, and compliance management to ensure the successful execution of the PRO Housing grant. By providing administrative support from the outset, the city will maintain accountability and oversight throughout the grant period.

2. Existing Barriers Facilitating the Need for PRO Housing Funds

Several barriers have hindered affordable housing development in Everett, prompting the city to seek PRO Housing funding:

- **Permitting Delays and Zoning Restrictions:** Complicated land use regulations and permitting processes delay development of affordable high-density housing.
- **High Development Costs and Lack of Financing:** The financial barriers, including high fees, taxes, lack of gap financing, and limited access to low-interest financing, prevent many affordable housing projects from moving forward.
- **Housing Equity and Displacement:** Historically underserved communities, particularly low-income residents and communities of color, face displacement pressures due to rising rents and redevelopment. The city seeks to address these inequities by implementing anti-displacement measures and expanding access to affordable housing in high-opportunity areas, ensuring housing stability for vulnerable populations.

3. Period of Performance

The PRO Housing grant will span a five-year period of performance with certain efforts continuing beyond the scope of the grant. Key timelines for execution include:

- **Within 12-18 months:** Develop and implement the Housing Efficient Permitting Plan to streamline the approval process, while initial funding will be allocated to projects through ERAHA and the potential Section 108 Legacy Challenge funds.
- **First 1-3 years:** Implementation of the 0-30% AMI PSH/Non-PSH Housing Strategic Action Plan will prioritize vulnerable populations. ERAHA will begin financing affordable housing projects.
- **Years 3-5:** Full development of modular housing initiatives through the Modular Housing Industrial Hub (MHMIH) and the Coalition for Advanced Housing Production (CAHP) Plan. ERAHA will support ongoing projects.
- **Ongoing:** ERAHA will provide funding for future housing projects post grant cycle.

4. Leveraging Existing and Future Resources

The PRO Housing grant will be integrated with Everett's existing financial and operational resources, maximizing its impact without placing additional strain on current functions.

- **Leverage of Existing Programs:** The city will use existing Community Development Block Grant (CDBG) funds and partnerships to complement PRO Housing activities, allowing flexibility in how these funds are used to meet evolving needs.
- **Additional Funding:** Everett will leverage external sources, including potentially an additional \$3.4 million of Section 108 Legacy Challenge funding for modular housing initiatives and other state and federal grants, to amplify the impact of PRO Housing funds. The city's ability to blend multiple funding streams will further enhance housing production, preservation, and affordability efforts over the long term.
- **Seamless Integration:** Grant aligns with established internal systems, ensuring efficient management, compliance, and implementation without creating additional burden.

NARRATIVE EXHIBIT B: Threshold Requirements and Other Submission Requirements

The City has reviewed the Threshold Requirements and Other Submission Requirements as listed in the Notice of Funding Opportunity and has no items to report that are out of compliance with requirements listed in Section III.D or Section IV.G.

A summary of compliance requirements and their applicability is listed below:

- Resolution of Civil Rights Matters: The City has no outstanding civil rights matters. This section is **Not Applicable** to our application.
- Timely Submission of Applications; The City intends and has filed within the time constraints listed.
- Eligible Applicant: The City is an eligible applicant as listed in accordance with Section III.A:
 - Eligibility status – 02 (City or township governments)
 - The City is a direct recipient of CDBG funding, but is also part of an Interlocal Agreement with Snohomish County and the City of Marysville to establish a Consortium for HOME Program Funds; Snohomish County stands as the Lead Jurisdiction for the Consortium. The City consulted with both entities to confirm alignment of a proposed application for the PRO Housing FY24 NOFO. While the two other jurisdictions within the ILA have chosen to not apply, letters of support from the two entities for this application can be found in the Attachments listed.
- Number of Applications: The City is in compliance to only submit one application for FR-6800-N-98.
- Intergovernmental Review: The City is not within a state that has a designated State Point of Contact (SPOC). This section is **Not Applicable** to our application.
- Other Program-Specific Requirements: The City has reviewed Section IV.G and is in compliance with the Limited English Proficiency (LEP), Physical Accessibility, and Environmental Review requirements of the NOFO.

NARRATIVE EXHIBIT C: Need

Question i: Demonstrate your progress and commitment to overcoming local barriers to facilitate the increase of affordable housing production and preservation, primarily by having enacted improved laws and regulations.

Question i(a): Improved laws, regulations, or land use local policies

In response to the growing need for affordable housing, driven by demographic shifts and economic pressures, the City has enacted significant reforms in laws, regulations, and land use policies. As the city's population has expanded and diversified, with notable growth in immigrant and minority communities, many residents, particularly those in lower-wage sectors, have been priced out of the housing market due to rising costs.

Everett's status as a regional hub, coupled with its proximity to major employment centers like Boeing, has increased pressure on the housing market, leading to displacement, homelessness, and housing instability. The city has proactively addressed these challenges with a Housing Action Plan adopted in 2020, a Housing Development Incentives Work Program in 2021-2022, updates to the 2015-2035 Comprehensive Plan and 2019-2024 Consolidated Plan, focusing on modernizing zoning codes, streamlining approval processes, and promoting high-density residential construction to expand affordable housing and ensuring equitable, sustainable growth. Since 2015, Everett has emerged as a leader in creating a more inclusive housing environment that meets the needs of all residents, particularly those at risk of displacement.

1. City of Everett 2015-2035 Comprehensive Plan: Land Use Element

Timeframe: Adopted 2015 and updated 2020, with policies and implementation measures in progress; 2024-2044 Comprehensive Plan update is scheduled for early 2025.

Summary: The Land Use Element guides growth, supports economic development, protects the environment, and promotes sustainability. It establishes zoning and land use designations for compact, walkable communities, incorporating mixed-use and transit-oriented development, open space preservation, and promoting housing affordability and diversity.

Barrier Addressed: Restrictive land use policies limited housing diversity and density, particularly in single-family zoned areas, hindering affordable housing production and increasing costs. Inadequate infrastructure planning also challenged housing development.

Measurable Impact: Since its adoption, the plan has increased mixed-use and higher-density residential developments, particularly in the downtown core and transit corridors. Zoning aligned with infrastructure planning has made affordable housing development easier, reduced housing costs, and increased density thresholds, resulting in measurable increases in both market-rate and affordable housing.

2. City of Everett 2015-2035 Comprehensive Plan: Housing Element

Timeframe: Adopted 2015, with policies and implementation measures in progress; 2024-2044 Comprehensive Plan update is scheduled for early 2025.

Summary: The Housing Element focuses on meeting the housing needs of all income levels and demographics. Policies focus on expanding housing

opportunities, increasing affordable housing supply, address homelessness, and prevent displacement. It aligns with state and federal housing goals while reflecting Everett's unique needs, emphasizing housing diversity, sustainable practices, and neighborhood integration.

Barrier Addressed: This element tackles housing affordability, diversity, and the need for more affordable housing units for population growth. It also addresses displacement prevention and ensures housing access for all income levels.

Measurable Impact: Since its adoption, Everett has added over 2,400 housing units, with 2,200 more in the pipeline. Policies promoting mixed-income and multifamily developments, along with the expansion of the Multifamily Tax Exemption (MFTE) program, have significantly increased the city's affordable housing stock, particularly for households earning below 80% of the area median income (AMI). These efforts have also fostered inclusive, transit-rich neighborhoods and strengthened partnerships with community organizations, such as Volunteers of America (VOA), Connect Casino Road, and the Communities of Color Coalition (C3), to address housing inequities and promote long-term housing stability.

3. **City of Everett 2020 – 2024 Consolidated Plan and 2020 Analysis of Impediments to Fair Housing Report (AI)**

Timeframe: Covers a five-year period from 2020 to 2024.

Summary: As a direct recipient of CDBG funding and a partner in an Interlocal Agreement for HOME funding, the City's Con Plan outlined its strategy to address housing and community development needs for LMI residents. The Plan identified key priorities, including affordable housing, homelessness prevention, community development, and economic recovery during the COVID-19 pandemic. It guided federal allocations, such as Community Development Block Grants (CDBG) and COVID Relief funds (CDBG-CV).

Barrier Addressed: The plan addresses barriers such as the lack of affordable housing, inadequate housing options for LMI households, and insufficient community services, such as housing stability and fair housing education.

Measurable Impact: Since 2020, millions of dollars in CDBG, CDBG-CV, and HOME funds have been allocated to preserve affordable housing, support small business LMI jobs, and maintain homeless and human service programs. This led to increased affordable housing development, including rehabilitation projects and new construction. The Analysis of Impediments to Fair Housing was supported by partnerships with community organizations, and fair housing solutions were integrated into the city's Rethink Housing Plan.

4. **City of Everett Rethink Housing Plan and Initiative**

Timeframe: Adopted in 2020, with implementation ongoing.

Summary: In response to a growing housing crisis and directives from the Mayor in 2018, the Rethink Housing initiative was launched to reassess housing policies. It examined current housing conditions, growth trends, and future needs, developing strategies for diverse and affordable housing options, including multifamily, single-family, and mixed-use developments. The initiative also addressed barriers identified in the 2020 Analysis of Impediments to Fair Housing

and focused on equitable access, anti-displacement strategies, and collaboration among stakeholders.

Barrier Addressed: The plan addresses the lack of diverse and affordable housing options and the risk of displacement for lower-income residents due to rising housing costs and gentrification.

Measurable Impact: Several affordable housing projects are currently in development across different neighborhoods. By encouraging the inclusion of affordable units in new developments and focusing on anti-displacement strategies, the initiative has improved housing affordability and stability for lower-income households.

5. City of Everett Housing Development Incentives Work Program

Timeframe: Initiated in 2022 and completed in 2023

Summary: The HDIP work program was an early implementation measure of the Rethink Housing Action Plan. The work program updated the development feasibility analysis for recent market conditions, reviewed the universe of development incentives that the city could implement, and provided recommendations on the most effective incentives.

Barrier Addressed: The initiative addressed gaps between the city's regulatory and incentive framework and the market realities for housing production, and the gap between housing construction cost and affordable rents for the city's households.

Measurable Impact: Using information and staff and consultant capacity supported by the effort, the city adopted legislation significantly expanding its multifamily tax exemption program and adopting utility connection fee reductions for affordable housing.

6. City of Everett Rethink Zoning Initiative

Timeframe: Initiated in 2018 and completed in 2020.

Summary: Rethink Zoning aimed to modernize Everett's zoning code to reflect contemporary housing, economic, and environmental needs. It focused on creating a more flexible, predictable framework for accommodating growth while preserving the city's character. Key aspects included expanding opportunities for higher-density residential development, simplifying the approval process for new projects, and aligning zoning regulations with housing goals and sustainability efforts. It also addressed urban design, neighborhood preservation, and the promotion of transit-oriented development to reduce car dependency.

Barrier Addressed: The initiative tackled outdated zoning regulations and inefficient permitting processes, which had restricted housing development and delayed project approvals. The rigid zoning system previously limited flexibility for developers, making it difficult to build high-density, affordable housing in needed areas.

Measurable Impact: Since its adoption, Rethink Zoning has led to a notable increase in multifamily housing applications, including affordable projects. Simplified regulations and faster permitting processes have reduced development costs and allowed for the construction of more affordable housing units.

7. City of Everett Metro Everett Plan

Timeframe: Adopted in 2018 and ongoing.

Summary: The Metro Everett Plan is a comprehensive land-use strategy aimed at guiding future development within Everett's urban core and surrounding transit corridors. The plan emphasizes increasing density, promoting mixed-use developments, and encouraging transit-oriented development to reduce reliance on private cars. It integrates zoning reforms to streamline the approval process for new construction, supports the expansion of affordable housing, and focuses on pedestrian-friendly urban design. This plan plays a crucial role in aligning the city's land use and housing policies with broader sustainability and economic growth goals while preserving neighborhood character.

Barrier Addressed: The plan addresses limited land availability and high development costs in the downtown core, which hinder affordable housing construction. It also tackles the reliance on single-family zoning and car-dependent infrastructure.

Measurable Impact: The Metro Everett Plan has resulted in an increase in both market-rate and affordable housing projects in the downtown area. Its focus on areas served by public transit has made developments more attractive to both developers and residents, fostering sustainable growth in Everett's urban core.

8. City of Everett Potential Residential Infill Measures Report

Timeframe: Conducted in 2019.

Summary: This initiative was driven by the city's goals to accommodate population growth, promote housing affordability, and foster sustainable and equitable development. With much of Everett zoned for single-family homes, the city faced challenges in providing diverse and affordable housing options. The report explored strategies such as accessory dwelling units (ADUs), duplexes, and cottage housing to increase density while preserving the character of established neighborhoods.

Barrier Addressed: Single-family zoning limited housing diversity and slowed affordable housing production. The rigid zoning restrictions reduced opportunities to introduce smaller, affordable housing types (ADUs, cottage housing) in existing neighborhoods.

Measurable Impact: In response to the report, significant zoning changes were implemented in 2020 as part of the Rethink Zoning initiative. These updates allowed for increased residential density and more diverse housing options, particularly in areas previously restricted to single-family zoning. These reforms have contributed to increasing housing diversity, affordability, and density.

9. City of Everett City Climate Action Strategy

Timeframe: Updated in 2023 and ongoing.

Summary: The City Climate Action Strategy outlines Everett's efforts to reduce greenhouse gas emissions and enhance climate resilience. Key focus areas include energy efficiency, renewable energy, sustainable transportation, waste reduction, and green infrastructure. The strategy sets targets aligned with state and federal goals, such as promoting energy-efficient buildings, expanding public transit, and increasing electric vehicle use. It also emphasizes community education and regional partnerships to meet climate-related objectives.

Barrier Addressed: Indirect barriers to affordable housing, such as the high cost of living driven by inefficient energy use and unsustainable development patterns.

Measurable Impact: While the direct effect on affordable housing is still being measured, the strategy's focus on energy efficiency and sustainable urban design is influencing new housing developments, including affordable units. These energy-saving features help lower utility costs for low-income households, improving overall housing affordability.

Question i(b): Other recent actions taken to overcome barriers to facilitate the increase of affordable housing production and preservation?

In addition to the actions described in the previous question, Everett has undertaken a range of recent initiatives and strategic actions to overcome barriers to affordable housing production and preservation. These actions focus on improving housing affordability, promoting innovative construction, addressing limited housing financial resources, public awareness, enhancing resilience, and targeting underserved populations. Collectively, these initiatives address systemic barriers and advance the city's commitment to housing equity, access, and sustainability.

1. 2024-2044 Comprehensive Plan Housing Element: Prioritizing Housing Equity

Timeframe: Underway, currently being developed and formalized.

Summary: Unlike the 2015-2035 Housing Element, the 2024-2044 update strongly emphasizes housing equity. It includes new goals and policies to address past housing inequities, prevent displacement, and ensure equitable access to affordable housing in opportunity-rich neighborhoods. The plan focuses on fostering mixed-income communities, providing access to essential services, and aligning with the Affirmatively Furthering Fair Housing (AFFH) Rule to enhance fair housing efforts.

Barrier Addressed: Historical housing discrimination and economic segregation, which have limited housing access for marginalized populations.

Impact: The 2024-2044 Housing Element will significantly improve affordable housing access, reduce displacement risks, and enhance housing stability for underserved communities, promoting more inclusive and diverse neighborhoods.

2. Everett Revolving Affordable Housing Accelerator (ERAHA)

Timeframe: ERAHA will be established with \$4.5 million in seed funding.

Summary: In response to stagnant HOME/CDBG allocations and limited municipal revenue, Everett aims to utilize PRO Housing funds to launch ERAHA, which will provide low-interest loans to developers for gap financing for the creation and preservation of affordable housing. The fund will prioritize low-income housing projects utilizing innovative construction techniques like modular housing and developments in areas at risk of displacement. The city will seek to leverage further funding to expand ERAHA's impact.

Barrier Addressed: Limited access to capital and insufficient funding support for affordable housing projects.

Impact: ERAHA will fund affordable housing and create a continuous cycle of housing production by reinvesting loan repayments into future projects. Initial project proposal includes a modular housing development in partnership with Catholic Community Services for households earning 50-60% AMI. With this seed funding, the city's objective is to further leverage public and private financial resources over the next 5-years to significantly grow ERAHA to a \$30+ million revolving loan fund.

3. Modular Housing Manufacturing Industrial Hub (MHMIH)

Timeframe: Ongoing, with expectation of breaking ground within 3-5 years.

Summary: Everett plans to establish a Modular Housing Manufacturing Industrial Hub (MHMIH) to support local production of modular housing, further reducing housing costs and timelines by creating a local supply chain. The initiative will establish a partnership with the Port of Everett, modular and mass timber housing manufacturers, universities, and other key stakeholders. Project scope includes modular and mass timber manufacturers, a workforce development component, university partnerships to drive innovation, and potentially workforce housing. It will address high construction costs and labor shortages by expediting modular assembly and delivery while promoting innovative housing research.

Barrier Addressed: Traditional construction challenges, including high costs, labor shortages, long timelines, stagnant building methodology, and limited local supply chains.

Impact: MHMIH will accelerate affordable housing production, reduce project timelines, lower costs, and increase the local supply chain's efficiency. It will foster job creation and innovation in modular construction, positioning Everett as a leader in affordable housing. The hub also supports environmental sustainability by reducing transportation emissions and construction material waste. By further scaling modular housing, this will strengthen ERAHA's ability to fund affordable housing.

4. Planned Strategic Investments in Infrastructure to Support Housing Development

Timeframe: Ongoing with investments allocated for the 2024 fiscal year.

Summary: The 2024 CIP, led by Public Works, includes key investments in transportation, utility infrastructure, and parks to support housing development, especially in high-growth, transit-oriented areas. Planned improvements include road upgrades, pedestrian safety enhancements, and non-motorized transportation options like bike lanes. Utility expansions for water, sewer, and stormwater systems will accommodate higher-density housing without straining infrastructure.

Barrier Addressed: Insufficient utility and transportation infrastructure, which has historically delayed housing development and increased costs.

Impact: Investments will improve connectivity, increase housing density, and reduce costs for developers. By integrating infrastructure improvements, Everett ensures housing developments are supported by reliable utilities and transportation options, attracting growth in high-opportunity areas. Parks and recreation upgrades will enhance neighborhood appeal, fostering quality of life and further incentivizing residential projects.

5. Leveraging Section 108 Legacy Challenge

Timeframe: Planned and in development.

Summary: Everett will use \$500,000 from the PRO Housing award, alongside potentially \$3.4 million in federal funds from the Section 108 Legacy Challenge, to fund modular housing and the MHMIH as well as to preserve affordable housing units at risk of conversion to market-rate housing. Regarding preservation, this initiative focuses on ensuring long-term affordability, particularly in areas like the Casino Road neighborhood, which faces affordability pressures due to new high-capacity transit connections.

Barrier Addressed: High development costs, limited financial resources, stagnant building methodology, and the loss of affordable housing through market-rate conversions and redevelopment which exacerbates the housing crisis.

Impact: This preservation effort will secure long-term affordable housing for low-income residents, mitigate displacement, and maintain the availability of affordable units in high-demand areas, helping to stabilize the community.

6. **Anti-Displacement and Housing Education Initiatives: Protecting Vulnerable Residents and Building Support for Affordable Housing**

Timeframe: Ongoing

Summary: Everett is advancing housing equity and preventing displacement through targeted policies and public engagement, while simultaneously fostering greater awareness and support for affordable housing initiatives. By addressing disparities in housing access and ownership, the city ensures long-term affordability and community stability, particularly for low-income and minority residents.

- **Community Housing Improvement Program (CHIP):** Everett has used CDBG and HOME funds since 1975 to preserve low-income single-family homes and small rental properties through deferred, low-interest loans for rehabilitation, providing critical support to underserved homeowners and ensuring safe housing.
- **Homes and Hope Collaboration (Community Land Trust):** Partnering with Homes and Hope, Everett provides long-term affordable homeownership by keeping land in trust, preventing displacement, and fostering stability in historically underserved communities.
- **Culturally Relevant Outreach (Casino Road Housing Equity Work):** Collaborating with LISC, HCESC, and local nonprofits, Everett engages in culturally sensitive outreach in the Casino Road area to ensure marginalized groups influence development decisions and prevent displacement through balanced redevelopment.
- **Housing Education and Capacity Building:** Everett is expanding public education efforts, including a housing portal, workshops, and community engagement, to raise awareness of affordable housing programs and sustainable construction, encouraging support among residents, developers, and leaders.

Barriers Addressed: Displacement due to rising housing costs and gentrification, coupled with limited public understanding and resistance to affordable housing projects.

Impact: These integrated efforts promote long-term affordability, homeownership, and housing preservation, while building community support for affordable housing and sustainable development. This approach reduces opposition, accelerates housing production, and strengthens community cohesion.

7. **Zoning and Land Use Reform**

Timeframe: Ongoing

Summary: The City is pursuing zoning and land use reforms aimed at promoting affordable housing by addressing regulatory barriers and incentivizing developers.

- **Inclusionary Zoning Discussions:** The city is in discussions with the Planning Commission and Snohomish County on inclusionary zoning, requiring developers to include affordable units in new projects.

- **Planned Overlay Zone for Demonstration Projects:** Everett is exploring the use of an overlay zone to streamline approvals for innovative affordable housing projects, reducing regulatory barriers, and accelerating development timelines.
- **Multifamily Tax Exemption (MFTE) Program Revisions:** The city is considering revisions to the MFTE program that will further facilitate projects that include affordable units, while also exploring how to incentivize environmentally sustainable housing.
- **Exploration of Small Lot/Micro Lot Subdivision:** The city is exploring small lot subdivisions to enable more affordable homeownership by facilitating compact housing on smaller lots, expanding access for moderate-income households.

Barrier Addressed: These reforms will address barriers that have hindered large-scale affordable housing production. By removing barriers and incentivizing development, the city aims to create more opportunities for affordable housing, both rental and homeownership.

Impact: These zoning reforms are expected to significantly boost affordable housing production. Inclusionary zoning would mandate affordable unit production, the overlay zone would streamline approvals, MFTE revisions would attract developers, and small lot subdivisions would provide affordable homeownership options in denser neighborhoods.

8. Regional Coordination to Increase Affordable Housing

Timeframe: Ongoing, with the first housing conference planned for 2025

Summary: Everett is actively engaging the public in affordable housing strategies through updates to the Comprehensive Plan, developing an accessible housing portal for residents and developers, and planning a 2025 housing conference to discuss innovative and equitable housing solutions.

Barrier Addressed: Historically, a lack of understanding and community resistance has posed barriers to affordable housing development. Everett's initiatives aim to increase public awareness, reduce opposition, and encourage participation in housing programs by making information more accessible and fostering inclusive dialogue.

Impact: These efforts are expanding public support for affordable housing, reducing opposition, and encouraging more participation from both residents and developers. The housing portal ensures easy access to affordable housing resources, and the upcoming housing conference will create a platform for collaboration. The Coalition for Advanced Housing Production (CAHP) is expected to drive innovation and accelerate housing production by promoting advanced construction methods and lowering costs.

9. Preparation of the 2025-2029 Affirmatively Furthering Fair Housing (AFFH) Plan

Timeframe: In development for the FY2025-2029 period; to be adopted by March 2025

Summary: Everett is preparing an updated Assessment of Fair Housing (AFH) and Equity Plan under the AFFH rule. The plan aims to address segregation and promote equitable access to affordable housing in high-opportunity areas.

Barrier Addressed: Historical segregation and unequal access to housing opportunities, which limit economic mobility for marginalized populations.

Projected Impact: The updated AFFH plans are expected to foster diversity and inclusivity in Everett's housing market. By promoting affordable housing in opportunity-rich areas, the plan will enhance access to essential services, increasing economic mobility and social equity for low-income and historically underserved residents.

10. Preventing Homelessness and Increasing Supportive Housing

Timeframe: Ongoing

Summary: Everett is addressing homelessness through innovative temporary housing solutions like Pallet Shelters and collaborations with religious organizations to create non-permanent supportive housing on city and church properties. These efforts provide immediate shelter and pathways to permanent housing, targeting vulnerable populations.

Barrier Addressed: Challenges include the shortage of temporary housing for homeless individuals and limited land availability for affordable housing. Pallet Shelters and partnerships with religious organizations address these issues by offering cost-effective, immediate shelter and using underutilized land for long-term housing solutions.

Impact: Pallet Shelters have provided temporary, secure housing, while partnerships with faith-based organizations offer a model for affordable housing development on underutilized land. These efforts have expanded the spectrum of housing options and reduced homelessness by offering both emergency shelters, promoting stability for low-income and marginalized communities.

11. Streamlining Permitting Processes

Timeframe: Implementation of SB5290 in 2025 alongside ongoing efforts.

Summary: The City is accelerating housing development by improving its permitting process through electronic project reviews and compliance with Washington State Senate Bill 5290 (SB5290), which mandates reducing barriers to housing production. This includes measures such as pre-approved design templates for ADUs/modular housing and concurrent review processes for faster approvals. With PRO Housing funds, the city plans to develop a comprehensive Efficient Permitting Plan that will utilize LEAN project management to identify and remove inefficiencies, thereby establishing a best-in-class development permitting system that will further attract housing development in Everett.

Barrier Addressed: Lengthy and complex permitting processes have historically delayed housing construction, particularly for affordable units. These delays added time and costs, compounded by complicated review procedures across multiple departments.

Impact: By streamlining the permitting process and complying with SB5290, Everett will reduce the time needed to approve housing projects, particularly affordable units, and lower the costs associated with delays. Furthermore, the Efficient Permitting Plan will holistically improve the city's permitting system.

Question ii: Do you have acute need for affordable housing? What are your remaining affordable housing needs and how do you know?

The City is not designated as a priority area according to the PRO Housing List of Priority Geographies. However, Everett does have an acute need for affordable housing, particularly for households with incomes below 100 percent AMI. This is evident from several factors supported by quantitative data:

Housing Supply

Everett's estimated total housing supply as of 2020 is shown in the following table. Housing supply for households with incomes between 0-100% AMI account for 37,921 units (over 80%) of current housing supply. However, to meet future population growth, the city will need to accommodate an additional 12,820 – 15,203 units of 0-100% AMI housing.

Everett Estimated Existing Housing Supply (2020)

Area Median Income (AMI)	Housing Units	Housing Units Pct of Total
Less than 30% Non-PSH	2,016	4.30%
Less than 30% PSH	994	2.10%
30-50%	11,689	24.80%
50-80%	15,168	32.10%
80-100%	8,053	17.10%
100-120%	4,616	9.8%
Over 120%	4,656	9.9%
Total Housing Units	47,193	100.00%

Everett operates in a carefully organized housing planning framework under the Washington State Growth Management Act, the Regional Growth Strategy adopted through the Puget Sound Regional Council (Metropolitan Planning Organization), and the Countywide Planning Policies for Snohomish County. At the regional (MPO) level, Everett is identified as a Metropolitan City and allocated 20% of Snohomish County's projected housing needs through 2050. These housing needs are further defined as growth targets for different economic segments in the Snohomish County Growth Targets and associated [Housing Characteristics and Needs \(HO-5\) Report](#).

City of Everett's 0-100% AMI Future Housing Growth Target

AMI Segment	2020 (Existing)	2044 (Needed)	2044 (Total)
0-30% PSH	994	2,731	3,725
0-30% Non-PSH	2,016	5,944	7,960
>30-50%	11,689	100	11,789
>50-80%	15,168	0	15,168
>80-100%	8,053	4,045	12,098
Total	37,920	12,820	50,740

Source: [Snohomish County HO-5 Report](#).

To meet its full projected population growth by 2044, the city requires an additional 38,558 housing units between 0-120% AMI, bringing the total housing stock to 88,661 units. Within the 0-100% AMI income range, Everett will need 12,820 more units, representing over 33% of the city's total housing target for 2044. When including temporary shelter needs, this figure increases to 15,203 units (over 39%), highlighting the dramatic demand for affordable and supportive housing in a community of our size to accommodate lower-income households.

Executive Order 14008 and Justice40

In alignment with Executive Order 14008, which prioritizes equitable investment, the Climate and Economic Justice Screening Tool (CEJST) reveals significant socioeconomic challenges in several census tracts in Everett, particularly in South and Central Everett.

The Casino Road neighborhood is a vital part of Everett's cultural fabric, reflecting the city's dynamic sense of community. The area is a diverse, predominantly low- to moderate-income

area, home to a large population of Latino, Black, and immigrant residents. Known for its vibrant community, Casino Road faces significant economic challenges, including higher rates of housing cost-burdened households and limited access to affordable housing. The neighborhood has been a focal point for the city's anti-displacement efforts, with targeted initiatives aimed at preserving affordability and improving living conditions for its historically underserved residents. Census Tract 53061041904, covering the Casino Road area, ranks in the 98th percentile for housing cost burdens, with households spending more than 30% of their income on housing while earning below 80% of the area median family income. This tract ranks in the 76th percentile for low-income households, highlighting severe affordability and poverty issues.

Climate and Economic Justice Screening Tool

Area	Census Tract ID	2010 Population	*Housing Cost Percentile	**Low Income Percentile
South Everett	53061041904	5,570	98	76
South Everett	53061041903	7,910	87	77
South Everett	53061041905	6,161	88	45
South Everett	53061041806	8,449	81	68
South Everett	53061041809	5,435	84	54
South Everett	53061041812	6,900	85	68
South Everett	53061041901	5,984	80	54
South Everett	53061051803	7,321	93	65
South Everett	53061041202	6,128	81	74
Central Everett	53061040700	4,591	85	79
Northern Everett	53061040200	6,163	88	69

Source: [Climate and Economic Justice Screening Tool](#)

*Housing Cost: Share of households making <80% AMI and spending >30% of income on housing. Bar set at 90th percentile

**Low income: People in households where income is less than or equal to twice the federal poverty level, not including students enrolled in higher ed. Bar set at 65th percentile.

Casino Road has been a focus of Everett's anti-displacement efforts, especially for historically underserved communities. During the COVID-19 pandemic, the city worked with organizations like Hand in Hand, Madres de Casino Road, and Connect Casino Road to provide critical financial housing support, and the area remains a priority for housing equity work. South Everett tracts consistently rank high for housing cost burdens and low-income thresholds, with many tracts in the 80th percentile for housing costs, reflecting growing economic strain.

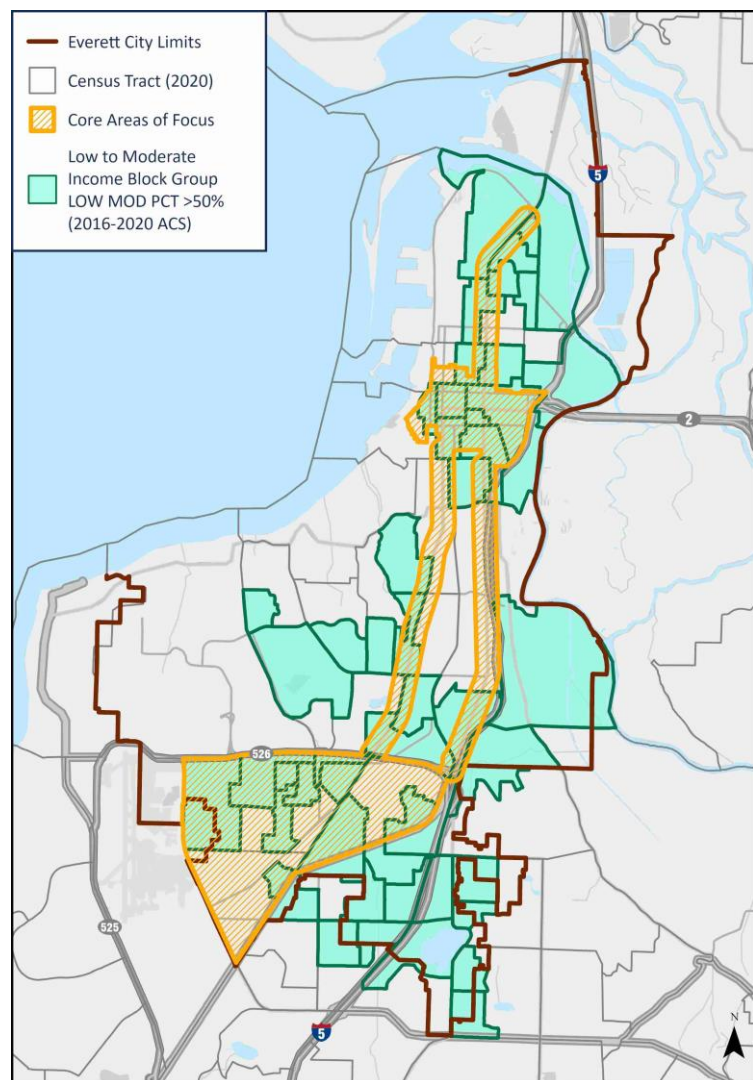
The CEJST and census data highlight that 69% of Everett's population resides in disadvantaged tracts, emphasizing the acute need for affordable housing interventions. The Justice40 Initiative provides an essential framework to address these inequities, targeting housing affordability and poverty alleviation in the city's most overburdened communities.

Displacement and Housing Affordability

Housing costs in Everett have risen sharply, outpacing incomes. The Zillow Home Value Index all homes seasonally adjusted data for Everett shows that the average home value increased by 225.83% between 2000 and 2024, reaching \$643,945. Since 2015, home values have grown by 124.89%, with a significant rise of 54.14% since 2019. These trends indicate an urgent need for affordable housing development, rent control, and housing assistance programs to mitigate displacement and economic strain, particularly on low-income households.

The 2022 U.S. Census ACS 5-Year data indicated Everett's median household income was \$77,806. According to HUD CHAS data which uses 2017-2021 ACS 5-year estimates, 28,575 households out of 43,655 (over 65%) total households meet at minimum low-income qualifications falling within the 0-100% AMI. Between 2010 and 2022, the proportion of rental households that were cost-burdened (>30% on housing costs) increased, as did the number of households that were extremely cost-burdened (>50% on housing costs). Conversely, among homeowners, the percentage of cost-burdened households decreased significantly, as did the percentage of extremely cost-burdened households. This decreasing trend was the result of a combination of lower mortgage rates, increased homeownership opportunities, and tighter credit standards following the 2008 Great Financial Crisis. The LMI Block Group and Core Area Focus Map demonstrates the extent and need for affordable housing in Everett.

City of Everett Low to Moderate Income Block Groups and Core Area Focus



The housing cost burden in Everett disproportionately affects Black, Brown, and disabled communities, particularly in the Casino Road neighborhood (census tracts 53061041903 and 53061041904). These areas have lower median household incomes (\$45,000 and \$47,500, compared to the city average of \$65,000), and 55% of renters are cost-burdened, spending over 30% of their income on housing. Black and Brown residents, who comprise 35% and 25% of the population, respectively, face significant financial strain, limiting access to essential services like healthcare and transportation. Disabled individuals in these tracts also experience barriers due to high housing costs and limited public infrastructure, further exacerbating their hardships.

In response, the city has partnered with organizations like the Local Initiatives Support Corporation (LISC), Connect Casino Road, and the Housing Consortium of Everett and Snohomish County to develop mixed-income housing, rehabilitate properties, and increase affordable rental units. These efforts aim to support Black, Brown, and disabled residents by improving living conditions, providing financial counseling, and enhancing tenant protections. However, the need for comprehensive rent stabilization and expanded tenant protections remains critical. Current efforts focus on enhanced eviction protections and promoting long-term housing stability and equity.

Everett's aging housing stock, with 81% of units built before 2000, further exacerbates the affordable housing crisis. Rising maintenance costs and outdated structures push more households into cost-burdened situations. To address these issues, the PRO Housing grant will fund new affordable housing, rehabilitate older units to meet modern standards, and expand PSH for vulnerable populations. The ERAHA will support housing preservation, while the city's 5-Year Housing Innovation and Sustainability Plan will promote sustainable solutions like modular and energy-efficient housing. These initiatives are essential to mitigate housing instability, improve affordability, and foster a more equitable and resilient community.

Homelessness

The homelessness trends in Everett and Snohomish County, as detailed through annual point-in-time counts submitted to the Department of Housing and Urban Development (HUD) have fluctuated from a high of nearly 1,200 homeless households in 2012, to steadily declining until 2015, followed by a notable upward trend (note data collection challenges during 2020 and 2021 due to COVID-19). The latest count shows 800 households experiencing homelessness in Everett in 2024. This data underscores the pressing and persistent need for specialized housing programs designed to meet the complex needs of homeless individuals and families.

Question iii: What key barriers still exist and need to be addressed to produce and preserve more affordable housing?

1. **Permitting Procedures and Approval Timing:** While the city has improved its service delivery, complex permitting processes still hinder timely development and add unnecessary costs. The Housing Efficient Permitting Plan, to be enacted by 2025, will eliminate redundant reviews and shorten approval timelines for more efficient project development.
2. **Fees and Taxes:** High development fees and permits continue to be financial barriers. ERAHA will provide low-interest loans to developers, helping defer these costs at a key point in a project life cycle. This initiative also includes funding to cover smaller 'soft' costs, such as architectural and environmental fees, enhancing project viability.
3. **Zoning and Land Use Controls:** Zoning restrictions limit high-density, multifamily affordable housing development, especially in single-family areas. The proposal supports inclusionary zoning and Planned Overlay Zones, which will allow for more high-density developments in these areas, expanding affordable housing opportunities.
4. **Infrastructure Constraints:** Inadequate infrastructure increases costs and delays for affordable housing projects. Leveraging the proposed ERAHA alongside Commerce

Connecting Housing to Infrastructure Program (CHIP) will fund infrastructure improvements, reducing development costs and project delays.

5. **Availability of Financing and Subsidies:** Developers struggle to secure low-interest financing for affordable housing. ERAHA and potential Section 108 Legacy Challenge funds will provide long-term low-interest loans, while a Housing Strategic Finance Plan will ensure diverse funding through public-private partnerships and grants.
6. **Capacity of Local Developers and Nonprofits:** Nonprofit developers often lack the capacity for large-scale housing projects. The PRO Housing grant will enable the City to provide project management support, technical assistance, and compliance coordination, increasing the capacity of nonprofits to manage more complex projects.
7. **Community Resistance (NIMBYism):** Community opposition often delays or scales down projects. The proposal includes culturally relevant outreach to educate communities on the benefits of affordable housing. The Coalition for Advanced Housing Production (CAHP) will engage various stakeholders to promote and support affordable housing, leveraging innovative solutions like modular construction.
8. **Prohibitive Building Codes:** Stringent building codes escalate construction costs, complicating affordability. The Modular Housing Industrial Hub (MHMIH) will focus on promoting cost-effective modular housing solutions that meet building codes without exceeding budget constraints.
9. **Fragmented Regional Coordination:** Lack of coordination between jurisdictions limits housing development across the region. The CAHP will foster regional collaboration to align housing strategies and policies, promoting innovative, affordable housing production methods.
10. **Housing for Extremely Low-Income Households:** Developing housing for 0-30% AMI households is costly and underfunded. The 0-30% AMI PSH/Non-PSH Strategic Action Plan prioritizes housing for the city's most vulnerable populations, focusing on PSH and integrating supportive services for low-income residents.

EXHIBIT D: Soundness of Approach

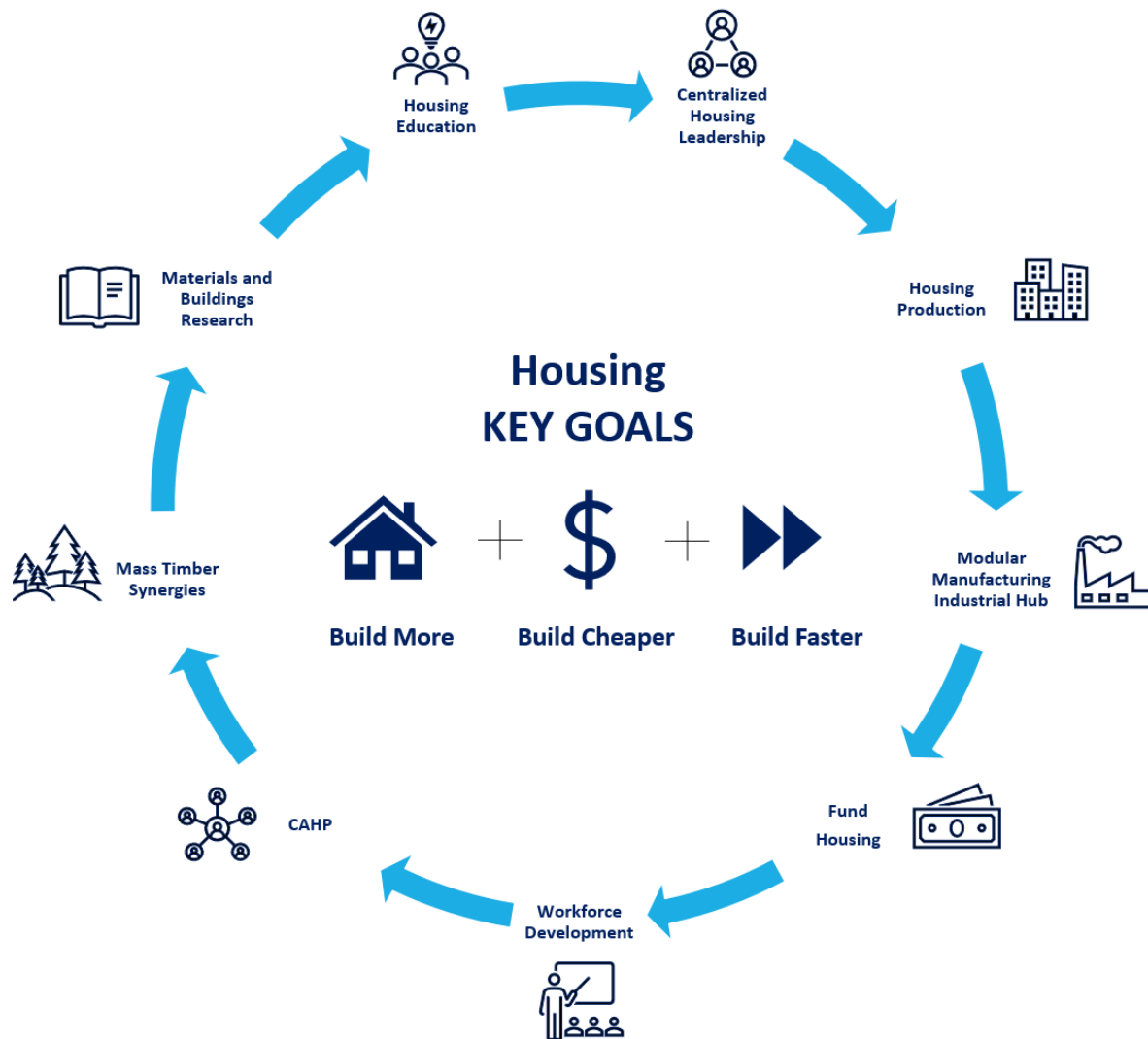
EXHIBIT D: Soundness of Approach

Question i: What is your vision?

Everett stands as a beacon of inclusive and dynamic living, where our housing market surpasses the needs of our growing and diverse community. We ensure that everyone has a welcoming and affordable place to call home, fostering a community where all residents can live, grow, and thrive.

Everett has developed a comprehensive housing strategy aimed at enhancing the city's ability to meet urgent housing needs and promoting sustainable urban growth. The core housing goals are to build more, build cheaper, and build faster, via 9 strategic initiatives.

City of Everett Housing Strategy 2025-2029



Our PRO Housing application focuses on achieving this vision by addressing critical barriers to affordable housing production and preservation while emphasizing inclusivity, innovation, sustainability, and efficiency. All the proposed initiatives meet the National Objective of “Benefitting low- and moderate-income persons” by establishing two eligible activities that will focus on planning/policies supporting affordable housing and a revolving fund that will support development of affordable housing production, equity, and sustainability.

Our vision is to transform Everett into a beacon of affordable, inclusive, and resilient housing by significantly expanding and preserving affordable housing through strategic, sustainable initiatives. With a total allocation of \$6.5 million—\$1.5 million dedicated to Housing Policy Planning and Strategic Initiatives and \$5 million allocated for Housing Production and Preservation—we aim to implement comprehensive plans, innovative financing mechanisms, streamlined processes, and community-focused strategies.

Under Housing Policy and Strategic Initiatives, the city intends to utilize PRO Housing funds to support 6 key initiatives:

1. 5-Year Housing Innovation and Sustainability Plan
2. Housing Strategic Finance Plan
3. Housing Efficient Permitting Plan
4. 0-30% AMI PSH/Non-PSH Housing Strategic Action Plan
5. Coalition for Advanced Housing Production (CAHP) Plan
6. Affirmatively Furthering Fair Housing (AFFH) Plan Implementation

The City of Everett has prioritized housing under the leadership of Frank Hong, Special Projects Manager for Housing, within the Community, Planning, and Economic Development Department (CPED). Housing efforts are coordinated centrally to ensure cohesive policy implementation, program oversight, and effective management of initiatives that emphasize inclusivity and fair access, particularly for historically marginalized and underserved communities. Under Frank's leadership, core housing functions include supporting housing development and equity initiatives, facilitating collaboration among stakeholders, and overseeing critical projects aimed at expanding affordable housing opportunities while addressing displacement pressures. This centralized focus ensures the long-term success and sustainability of the city's housing initiatives.

To address Everett's projected population growth of 68,547 residents by 2044 and the consequent need for 38,588 additional housing units, our proposal includes the development of ERAHA and the implementation of a 5-Year Housing Innovation and Sustainability Plan. The latter will integrate advanced construction methods including modular and mass timber housing, enhancing energy efficiency and resilience while meeting future housing demands sustainably from 2025 to 2029. By promoting innovative building techniques, we will ensure that new housing developments are not only affordable but also environmentally responsible and capable of withstanding and responding to climate-related challenges.

Financial sustainability is a cornerstone of our strategy. The Housing Strategic Finance Plan will leverage public-private partnerships, federal and state grants, and revolving loan funds like

ERAHA to secure ongoing financial support for affordable housing projects. This comprehensive financial approach ensures that funding is consistently available to support long-term housing production and preservation, addressing the needs of low- to moderate-income residents through initiatives such as permanent supportive housing and other affordable housing units.

A critical barrier to affordable housing development is the complexity and length of permitting processes. Our Housing Efficient Permitting Plan seeks to streamline these procedures by eliminating duplicative reviews and shortening approval timelines in alignment with state requirements under SB 5290. By adopting best practices from cities like Seattle, Austin, and San Francisco, we will implement staff training and capacity-building measures to ensure efficient and consistent permitting processes. Reduction in bureaucratic delays will accelerate the time required to bring affordable housing projects to market, thereby increasing housing availability and addressing urgent housing needs more effectively. There will be immediate impact through reduced project timelines, with sustained benefits as more projects are approved faster.

Zoning restrictions pose another significant barrier, limiting the development of high-density, multifamily affordable housing in single-family areas. To overcome this, we will introduce inclusionary zoning and Planned Overlay Zones, allowing for high-density housing developments in areas previously restricted by zoning laws. This approach not only expands the available land for affordable housing but also aligns with regional housing goals set forth in the Puget Sound Regional Council's VISION 2050 plan, promoting mixed-use and multifamily housing across multiple jurisdictions.

Community resistance can hinder the progress of affordable housing projects. To mitigate this, we will implement culturally relevant outreach and engagement strategies focused on underrepresented communities including the Casino Road area. By conducting targeted public education campaigns in multiple languages and culturally appropriate formats, we aim to build trust and demonstrate the economic and social benefits of affordable housing. The Coalition for Advanced Housing Production (CAHP) will play a pivotal role in fostering dialogue on advanced methods to develop affordable housing between developers, policymakers, and community leaders, further reducing opposition and fostering community support.

Infrastructure constraints, including outdated water, sewer, and transportation systems, can delay housing developments and increase costs. By leveraging Washington State's Commerce Connecting Housing to Infrastructure Program (CHIP), we will coordinate infrastructure upgrades with housing projects, ensuring that necessary services are in place to support new developments. This integrated approach reduces development costs and minimizes delays, enabling housing projects to proceed on schedule.

Ensuring the capacity of local developers and nonprofits is essential for managing large-scale affordable housing projects. The City is committed to collaboratively work with the development community to increase housing availability and will provide technical assistance, regulatory guidance, and project management support to local nonprofits and developers. By centralizing these resources, we empower nonprofits to navigate complex housing projects effectively, focusing on housing production and service delivery without being burdened by administrative challenges. This support enhances the overall capacity and success rates of local developers,

ensuring that housing initiatives are managed efficiently and meet regulatory requirements.

Our proposal also addresses the availability of consistent financing and subsidies, which are crucial for the sustainability of affordable housing projects. The ERAHA and potential Section 108 Legacy Challenge funds will provide developers with long-term, low-interest loans, while the Housing Strategic Finance Plan will ensure a diverse funding strategy. By prioritizing projects in low-income and underserved neighborhoods and maintaining the revolving nature of ERAHA, we ensure that financial resources are continually reinvested into new projects, sustaining long-term housing availability and affordability.

Environmental resilience is integral to our housing strategy. Everett faces significant environmental risks, including flooding, stormwater management challenges, and seismic activity. Our 5-Year Housing Innovation and Sustainability Plan promotes the use of energy-efficient and resilient construction methods, such as modular and mass timber housing, which reduce carbon emissions and enhance the durability of housing stock. Additionally, new developments will incorporate stormwater management systems and green infrastructure to mitigate flood risks and improve water management, aligning with Everett's Climate Action Plan and HUD's focus on resilient infrastructure.

Job creation and economic development are further pillars of our vision. The establishment of the Modular Housing Industrial Hub (MHMIH) will not only reduce construction costs through a consistent supply chain but also stimulate local employment in construction and manufacturing sectors. By fostering innovation and expanding the housing supply chain, the MHMIH supports Everett's economic growth and provides well-paying jobs for residents, particularly in low-income and underserved communities.

Our proposal also includes implementation of the AFFH report. The city will put forward a plan advancing social equity by actively reducing housing segregation, fostering diverse and inclusive communities, and ensuring that new developments are accessible to historically marginalized groups. The plan will promote policies and enforcement actions to affirmatively further fair housing, aligning housing initiatives with social justice goals.

Potential roadblocks, such as regulatory and legislative delays, funding challenges, community opposition, and capacity constraints, have been proactively addressed through comprehensive mitigation strategies. Early engagement with Washington State's Department of Labor and Industries (L&I) will enhance coordination and efficiency in the permitting process, while collaboration with legislators and grassroots advocacy through CAHP will build support for necessary reforms. Diversifying funding streams and ensuring the financial sustainability of ERAHA through reinvestment will mitigate funding challenges, while culturally relevant community engagement efforts will reduce resistance to affordable housing projects.

Post-implementation barriers, including rising construction costs, labor shortages, and evolving housing market conditions, will be managed by maintaining flexibility in funding and regulatory frameworks, ensuring continuous stakeholder engagement, and implementing adaptive strategies to respond to emerging challenges. By fostering a resilient and adaptable approach, Everett ensures the sustained success and resilience of its housing initiatives.

Our integrated approach addresses immediate housing needs and builds long-term resilience into Everett's housing and infrastructure. By aligning with existing planning initiatives, leveraging lessons learned from other successful jurisdictions, and proactively managing potential roadblocks, our PRO Housing proposal ensures the creation of sustainable, inclusive, and resilient housing solutions that meet the evolving needs of our community. This holistic strategy positions Everett to effectively expand and preserve affordable housing, enhancing the quality of life for all residents and fostering a vibrant, equitable, and sustainable future.

Question ii: What is your geographic scope?

Given a majority (65%) of Everett's households are considered low income under HUD AMI thresholds 0-100% AMI, Everett's PRO Housing proposal is designed to impact multiple areas across the city, with a balance between high-opportunity neighborhoods and underserved communities, targeting key areas where affordable housing production, preservation, and community development are most needed. However, the City also recognizes that certain 'target areas' must be maintained for priority allocation of funding due to the impending transformative nature of future regional efforts.

1. **Targeted Areas for Housing Production and Preservation**

The proposal focuses on high-opportunity areas with access to transit, jobs, and services, aiming to increase housing density and preserve affordability for long-term residents.

- **Downtown Everett:** Targeted for high-density, transit-oriented development (TOD) to maximize affordability.
- **Broadway and Evergreen Way Corridors:** High-density housing near major transportation routes, supported by the ERAHA.
- **Casino Road Area:** A focus for affordable and PSH housing, particularly for households earning 0-30% AMI, in a high-opportunity transit corridor.

2. **Focus on Underserved Communities**

Investment will prioritize historically underserved areas with limited access to housing, jobs, and services:

- **Casino Road Area and the Delta Neighborhood:** Projects will expand affordable housing and reduce displacement risks, especially for low-income households.

3. **Preservation in High-Opportunity Areas**

Preservation efforts, through potential Section 108 Legacy Challenge funds, will maintain affordable housing in gentrifying areas like South Everett, ensuring continued access to jobs and services for existing residents.

4. **Expanding Opportunity Through Housing Innovation**

The Modular Housing Industrial Hub (MHMIH) will reduce construction costs and accelerate housing production across Everett, benefiting both high-opportunity and underserved areas by increasing affordable housing supply.

Question iii: Who are your key stakeholders? How are you engaging them

Everett's PRO Housing proposal was developed through robust engagement with a wide range of key stakeholders, including jurisdictional partners, community members, housing advocates, developers, public agencies, and technical experts. This collaborative approach ensured that the proposal reflects the needs and priorities of the community, especially those most likely to benefit from affordable housing and equitable development initiatives. Support letters are included demonstrating broad-based backing from organizations such as the Housing Consortium of Everett and Snohomish County, Local Initiatives Support Corporation (LISC), and Catholic Community Services, all of whom are committed to advancing housing affordability and equity in the region.

1. Key Stakeholders

The City has engaged a broad range of stakeholders spanning public agencies, housing developers, funders, community organizations, elected representative, and many others to ensure a comprehensive approach to affordable housing, including:

- **Snohomish County Health and Human Services:** Aligning county efforts with Everett's affordable housing initiatives.
- **Affordable Housing Alliance:** Housing needs insights of low-income residents.
- **Local Initiatives Support Corporation (LISC):** Key partner on anti-displacement and housing equity efforts.
- **Everett Housing Authority:** Contributed to addressing public housing needs.
- **Nonprofit and For-Profit Developers:** Discussions on development challenges.
- **WA Commerce and WA Housing Finance Commission:** Ensured alignment with state funding programs.
- **Modular Housing Manufacturers:** Collaborated on housing solutions.

2. Outreach and Engagement

The City conducted extensive outreach activities, including:

- **Workshops and Meetings:** Held as part of the Comprehensive Plan update, including surveys and community engagement events.
- **Stakeholder Forums:** Focused on housing equity, anti-displacement, and community needs.
- **Developer Collaboration:** Engaged developers to shape the Housing Efficient Permitting Plan and ERAHA, addressing practical development barriers.

3. Shaping the Proposal

Stakeholder feedback has been integral to shaping the proposal:

- **Modular Housing Focus:** Stakeholders from the housing industry, including modular manufacturers and mass timber developers, emphasized the potential of modular construction to reduce housing costs and speed up production. As a result, the proposal includes the development of MHMIH to support affordable housing production through innovative construction methods.
- **Housing Equity and Anti-Displacement:** Input from housing advocates, particularly LISC and regional housing advocacy organizations, highlighted the need for targeted anti-displacement measures in vulnerable communities like Casino Road. This feedback led to the inclusion of the Casino Road Housing

Workplan and a focus on preserving affordable housing in high-opportunity areas to protect residents from displacement.

- **Financing Mechanisms:** Feedback from financial institutions, the Washington Housing and Finance Commission, bond counsel, other cities, and developers helped shape the ERAHA. This revolving loan fund will provide low-interest loans to developers, prioritizing projects that meet the needs of underserved communities and expand affordable housing in transit-rich areas.
- **Permitting and Zoning Reforms:** Developers and builders highlighted the delays and costs associated with the city's permitting processes. Based on their feedback, the proposal includes the Housing Efficient Permitting Plan, which is designed to streamline the permitting process, reduce approval timelines, and facilitate faster development of affordable housing projects.

4. **Continued Engagement**

The City will maintain engagement through:

- **Regular Stakeholder Meetings:** Focused on developers and community groups.
- **Interactive Housing Portal website:** Housing information and community engagement options such as surveys.
- **Coalition for Advanced Housing Production (CAHP):** The CAHP will play a critical role in outreach and engagement, bringing together key stakeholders—developers, policymakers, community leaders, and housing advocates—to promote innovative housing solutions, such as modular housing. It will also coordinate advocacy efforts, build political support for state-level reforms, and foster regional collaboration on affordable housing initiatives. This coalition will ensure that ongoing outreach includes diverse voices and addresses the technical, regulatory, and community challenges in producing affordable housing.

Question iv: How does your proposal align with requirements to affirmatively further fair housing?

1. **Fair Housing Framework**

Everett's housing strategies incorporate the 2020 Analysis of Impediments and are aligned with the interim AFFH rule. The 2025 Assessment of Fair Housing and Equity Plan, currently under development, will further integrate these principles, ensuring equitable housing practices and expanded outreach through the City's existing Affirmative Marketing Plan.

2. **Removing Barriers to Affordable Housing**

The proposal will eliminate barriers for affordable housing in high-opportunity areas by:

1. **Zoning Reforms:** Inclusionary zoning and Planned Overlay Zones will allow high-density developments in areas traditionally reserved for single-family homes, promoting desegregation and creating mixed-income communities.
2. **Targeted Investments:** ERAHA will fund affordable housing in well-resourced areas, increasing access to quality schools, jobs, and public services for underserved communities.

3. **Addressing Segregation and Displacement Risks**

The proposal combats historical segregation by promoting affordable housing development across the city and avoiding concentration in low-opportunity areas. Anti-

displacement efforts, such as the Casino Road Housing Work Plan and the Community Land Trust (CLT) model, will support anti-displacement and preserve affordable housing.

4. **Meeting the Needs of Protected Class Groups**

The proposal prioritizes housing for people with disabilities, families with children, and communities of color. All housing developments will comply with ADA and Fair Housing Act standards, ensuring accessibility and supporting independent living. Additionally, the Casino Road Housing Work Plan will focus on addressing housing inequities in historically underserved areas.

5. **Equitable Engagement and Affirmative Marketing**

Affirmative marketing strategies will target underserved populations, ensuring they are aware of new housing opportunities. A core component of the City's housing work is outreach efforts, focusing on immigrant communities, people with disabilities, and communities of color.

6. **Tracking and Accountability**

City will track progress on desegregation and expanding access through key metrics, including racial composition and income levels of residents in new housing projects. Annual reports will ensure ongoing evaluation and alignment with fair housing goals.

Question v. What are your budget and timeline proposals?

The City is applying for \$7 million in PRO Housing funds, which will be allocated across three key areas: Housing Policy Planning and Strategic Initiatives (\$1.5 million), Housing Production and Preservation (\$5 million), and Administrative Support (\$0.5 million). Funds will support key initiatives aimed at expanding affordable housing, increasing housing equity, and promoting innovative construction methods to meet the city's long-term housing needs.

1. **Housing Policy Planning and Strategic Initiatives - \$1.5 million**

Develop and implement key housing policies to streamline development, improve equity, and promote construction innovation.

- **5-Year Housing Innovation Plan:** Focuses on modular and sustainable housing. Development in 2025; implementation through 2029.
- **Housing Strategic Finance Plan:** Creates sustainable funding mechanisms. Initial strategy developed in Year 1; continuous implementation.
- **Efficient Permitting Plan:** Streamlines permitting within 12-18 months for faster project approval.
- **0-30% AMI PSH/Non-PSH Plan:** Targets vulnerable populations, with strategy development in Year 1 and implementation in 1-3 years.
- **CAHP Plan:** Stakeholder collaboration begins in Year 1; modular housing hub established within 3-5 years.
- **AFFH Plan:** Fair housing policy implementation begins immediately and continues throughout the grant.

2. **Housing Production and Preservation - \$5 million**

Funding supports housing production through innovative methods like modular housing, driven by the new Everett Revolving Affordable Housing Accelerator (ERAHA) and potential Section 108 Legacy Challenge funds.

- **ERAHA:** Initial loans distributed in 6-24 months with continuous reinvestment from loan repayments. Thereafter, long-term sustainable affordable housing financing.
 - **Section 108 Legacy Challenge:** Allocates funds within 12-36 months to develop modular manufacturing facilities over the next 3-5 years.
3. **Administrative Support/Indirect Costs - \$0.5 million**
Covers staffing, reporting, and compliance for effective project management.
3. **Timeline:** Administrative functions begin immediately and run throughout the five-year period to ensure compliance and oversight.

NARRATIVE EXHIBIT E: Capacity

What capacity do you and your Partner(s) have? What is your staffing plan?

The City has structured its project management framework to effectively leverage federal funding, ensuring successful implementation of the PRO Housing grant. With experienced leadership, a committed project team, and strong collaborative relationships, the city is well-prepared to manage this significant federal investment and achieve substantial impacts in housing affordability and accessibility.

Everett has the necessary legal authority and leadership to effectively implement comprehensive reforms. The proposal leverages the strengths of various departments to ensure thorough project management from inception to completion. The city's demonstrated capability in coordinating with diverse stakeholders, including government agencies, community organizations, and the private sector, underscores its ability to manage large-scale projects. This collaborative approach, tested in previous initiatives, is vital for the successful execution of the PRO Housing initiatives. The application's development was a collaborative effort involving key department heads and project managers, ensuring the integration of practical and actionable strategies. This ensures ongoing high-level engagement from all stakeholders, fostering sustained success and effectiveness throughout the project's lifecycle.

Administrative Support

Administrative support structure involves a range of key personnel from various departments, ensuring a comprehensive approach to managing housing projects.

- **Legal Support:**
 - Tim Benedict, Assistant City Attorney (as needed)
 - Chris Muth-Schultz, Legal Administrator and Risk Manager (0.15 FTE)
- **Financial Management:**
 - Erica Rose and Jim Souder, Financial Analysts (1.5 FTE)
 - Kathryn McDuffy and Joe Pavesi, Accounting Assistants (0.25 FTE)
 - Yi Liu, Budget Manager (0.15 FTE)
 - Wai Poon, Treasurer and Heide Brillantes, Finance Director (both at 0.15 FTE)
- **Clerical Support:**
 - 0.5 FTE from the City Clerk's Department for managing documentation.

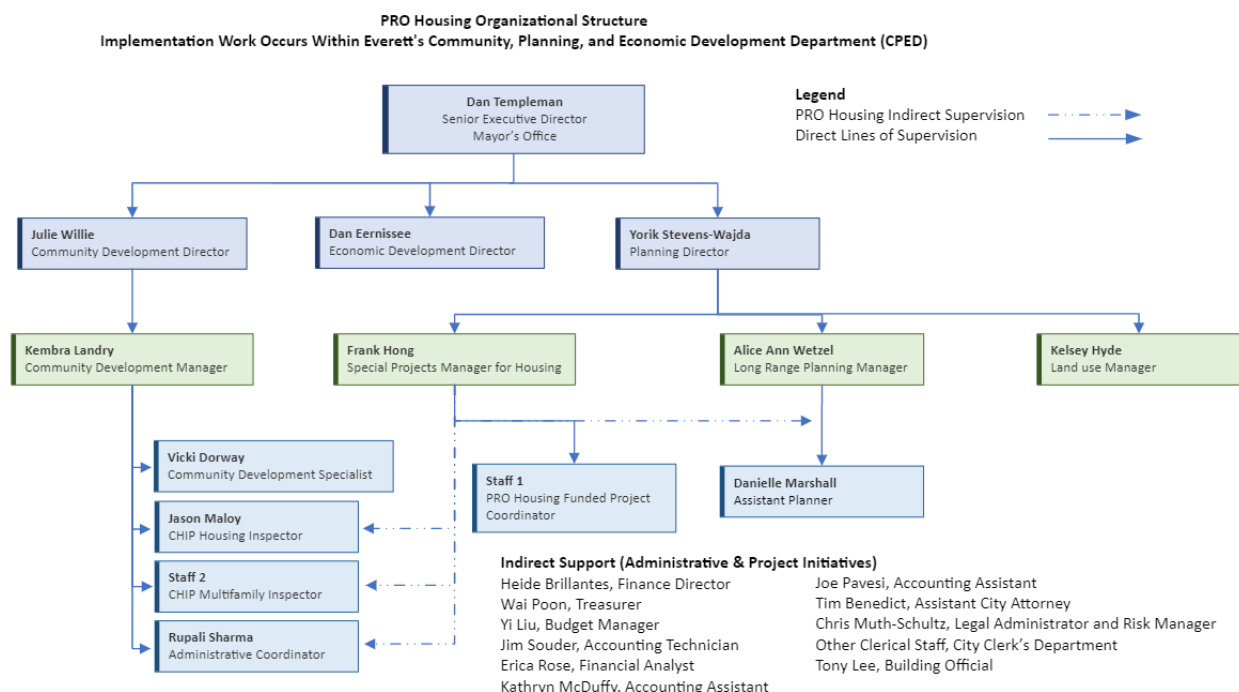
Primary PRO Housing Project Management

The City is equipped to leverage existing organizational resources within the Community, Planning, and Economic Development Department (CPED) to implement the PRO Housing proposal. The work will be managed and executed by experienced leaders and staff:

- **Dan Templeman**, Senior Executive Director (Mayor's Office), high-level leadership and communication to the Mayor and Council/other vital stakeholders. (.15 FTE)
- **Yorik Stevens-Wajda**, Planning Director, oversees broader planning initiatives that intersect with housing projects. (.25 FTE)
- **Frank Hong**, Special Projects Manager for Housing, orchestrating the overall management and operational execution of the PRO Housing grant. (1 FTE)
- **Jason Maloy**, CHIP Lead Housing Inspector, responsible for managing construction of housing projects to ensure they meet standards and regulations. (1 FTE)

- **Future Staff 2**, CHIP Multifamily Inspector, manages construction of and inspects multifamily housing projects, ensuring the meet standards and regulations. (1 FTE)
- **Rupali Sharma**, Administrative Coordinator, manages the complexities of loan processing associated with housing projects to ensure financial operations are streamlined. (1 FTE)
- **Future Staff 1**, PRO Housing Grant, will handle specific tasks and deliverables directly tied to the objectives of the PRO Housing grant. (1 FTE – 100% PRO Housing Funded)
- **Kelsey Hyde**, Land Use Manager, manages land use planning and will be critical to plan development (.15 FTE)
- **Danielle Marshall**, Assistant Planner, contributes to plan development, public engagement, budgeting, and finance of the grant. (0.5 FTE)
- **Tony Lee**, Building Official, oversees building standards and regulations, ensuring codes compliance and supports housing initiatives. (.15 FTE)
- **Julie Willie**, Community Development Director, oversees broader aspects of community development that intersect with housing. (0.25 FTE)
- **Kembra Landry**, Community Development Manager, critical processing support of federal compliance. (0.5 FTE)
- **Vicki Dorway**, Community Development Specialist, prepares and monitors federal system reporting, NEPA, and Davis Bacon compliance. (.5 FTE)

Organizational Structure



NARRATIVE EXHIBIT F: Leverage

Are you leveraging other funding or non-financial contributions?

The City is strategically leveraging a combination of financial and non-financial resources to maximize the impact of the PRO Housing grant. By utilizing existing infrastructure, financial mechanisms, and collaborative partnerships, the City will enhance the efficiency and reach of its funding strategy to address the critical need for affordable housing.

1. Existing Funding Opportunities

The City has access to a range of existing funding sources that will complement the PRO Housing grant and further support affordable housing development.

- **HOME Investment Partnerships Program:** The City will continue leveraging the set-aside of HOME Program funds, a funding source dedicated to affordable housing.
- **1406 Affordable Housing Sales Tax Revenue:** This local sales tax revenue provides a steady stream of municipal funding dedicated to affordable housing projects.
- **1590 Behavioral Funds:** These funds, derived from a sales tax, are specifically earmarked to address housing and services for individuals with behavioral health issues. These funds will be utilized to support PSH projects.
- **1990 Housing Trust Fund:** The City will access this state-level trust fund to finance the development of affordable housing, particularly for extremely low-income households, ensuring long-term affordability in all developments.
- **Rental Rehab Program Funds:** These funds are collected through a Revolving Loan program and are dedicated to preserving existing affordable rental housing by ensuring that developments remain affordable to low- and moderate-income households.
- **Neighborhood Stabilization Program Fund:** These funds are collected through a Revolving Loan program and can be used in tandem with the PRO Housing grant to revitalize areas of Everett that have been disproportionately affected by foreclosures and abandonment.

2. Planned Pursuit of Long-Term Funding Opportunities

In addition to the funding opportunities outlined above, the City is actively pursuing several long-term funding strategies to sustain affordable housing development and ensure the long-term success of the PRO Housing initiatives.

- **Credit Enhancement Revenues:** The City plans to collect fees from the utilization of credit enhancements to further fund affordable housing projects. These revenues will provide a recurring source of funds to support future developments.
- **Housing Trust Fund Revenues:** Fees collected from the use of the City's Housing Trust Fund will be reinvested into new affordable housing developments, ensuring a sustainable pipeline of funding for long-term housing initiatives.
- **State Funding:** The City will pursue state-level funding from the Washington State Department of Commerce to support the development of affordable housing. This funding will be used to complement the PRO Housing grant, providing additional resources for housing production.
- **HUD Funding:** In addition to the PRO Housing grant, the City plans to apply for additional HUD funding to support both modular housing developments and other affordable housing projects, particularly those aimed at low-income and underserved populations.

- **EDA Grant Funding:** The City will apply for grants from the Economic Development Administration (EDA) to secure funding for the modular industrial hub, which will drive long-term innovation and job creation in housing production.
 - **WEDFA Low-Interest Loans:** The City plans to secure low-interest loans from the Washington Economic Development Finance Authority (WEDFA) to fund the research and development portion of the modular industrial hub, ensuring its financial sustainability.
 - **EASC/Commerce Division of Executive Economic Development Grants:** The City will work with the Economic Alliance Snohomish County (EASC) and the Commerce Division of Executive Economic Development to secure grants for the modular housing industrial hub. These funds will help establish the hub as a regional leader in modular housing production.
 - **SnoCo DCNR OES Funding:** The City will pursue funding from the Snohomish County Department of Conservation and Natural Resources (DCNR), specifically the Office of Energy Services (OES), to support sustainable housing development initiatives. This funding will focus on projects that incorporate electric vehicle infrastructure, climate change mitigation, and energy-efficient housing solutions.
3. **Integration with Existing Revolving Loan Programs**
The PRO Revolving Loan Fund will integrate seamlessly with the City's established CDBG, HOME, 1990 HTF, RRP, and NSP revolving loan programs, which have been in place for five decades. While these previous programs were smaller in scale, they have provided the City with extensive experience in managing federal loan structures, compliance oversight, and project management processes. Leveraging this established expertise allows the City to efficiently implement the PRO Revolving Loan Fund, ensuring continuity and effectiveness from the outset.
 4. **Utilization of Community Development Block Grant (CDBG) Administrative Resources**
The City will utilize existing CDBG administrative funding of Community Development staff to support responsibilities for overseeing key compliance areas, including NEPA, Davis-Bacon/Prevailing Wage regulations, procurement, and financial oversight for beneficiaries and subrecipients. This integration reduces the administrative burden on the PRO Housing funds, streamlining project management and cutting costs for community partners receiving funding, ensuring more resources are directed toward housing production.
 5. **Dedicated Staff Support for Community Partners**
To further support community partners, the City will assign dedicated staff to help nonprofit developers and local organizations navigate complex federal funding processes. This technical assistance will lower project management costs and facilitate smoother project execution by providing guidance on federal compliance, procurement processes, and financial management. This collaboration is expected to increase the capacity of local partners, making affordable housing projects more feasible and effective.
 6. **Leveraging Municipal Funds for Soft Costs**
The City plans to use ERAHA funds to cover minor soft costs for high-capacity or high-scoring projects, such as permitting, environmental reports, and other non-construction-related expenses. By covering these upfront costs, the City ensures that promising affordable housing developments can proceed without delay. This approach supports

Everett's commitment to removing barriers to housing development and encouraging more investment in affordable housing.

7. Collaboration with External Partners

In addition to internal resources, the City plans to leverage external funding and partnerships with state and regional organizations, such as the Washington State Housing Finance Commission and local foundations. By collaborating with external partners, the City will tap into additional funding streams and technical assistance, further reducing the financial burden on the PRO Housing funds while maximizing overall project resources.

8. Sustainability and Long-Term Impact

The PRO Revolving Loan Fund will generate long-term sustainability by continuously reinvesting loan repayments into future projects, ensuring an ongoing impact on housing production and preservation. This revolving structure, combined with the City's ability to leverage existing programs and resources, will provide a sustainable solution to Everett's housing challenges, supporting HUD's objective of fostering long-term housing affordability.

9. Enhanced Funding Strategy

In summary, the PRO Revolving Loan Fund will enhance Everett's overall funding strategy through the integration of existing programs, efficient use of resources, and targeted support for community partners. By utilizing CDBG administrative funds, providing dedicated staff support, leveraging municipal funds, and collaborating with external partners, the City ensures that the PRO Housing funds will have a lasting and far-reaching impact. This approach will increase the efficiency of housing development and ensure long-term financial sustainability for future affordable housing initiatives.

NARRATIVE EXHIBIT G: Long-Term Effect

What permanent, long-term effects will your proposal have? What outcomes do you expect?

Everett's proposal is designed to generate long-term, sustainable impacts on the city's housing market, focusing on creating affordable housing opportunities, promoting equitable development, and addressing the city's critical housing shortages. The proposal includes a range of initiatives that will have far-reaching and lasting effects on both the availability and quality of housing in Everett, particularly for low- and moderate-income residents. This proposal is aligned with HUD's goals outlined in the NOFO, particularly in addressing barriers to housing, supporting underserved communities, promoting sustainability, and advancing equity.

1. **Increased Affordable Housing Supply**

One of the core outcomes of the proposal is the substantial increase in the supply of affordable housing units throughout Everett. The establishment of ERAHA along with potentially securing Section 108 Legacy Challenge funds will ensure continuous investment in affordable housing projects. This approach addresses HUD's objective of removing barriers to housing production by facilitating access to financing for affordable housing developers. Over the long term, the city expects to create thousands of new affordable units, including those specifically designed for households earning 0-30% AMI and PSH. This will address the critical shortage of affordable housing and ensure housing options are available for the city's most vulnerable populations.

2. **Reduction in Housing Cost Burden**

The proposal is expected to reduce the housing cost burden on Everett's low- and moderate-income residents, many of whom currently spend more than 30% of their income on housing. By expanding the availability of affordable housing and implementing equitable financing strategies, the proposal will help alleviate the financial strain on these households, aligning with HUD's goals of addressing housing affordability and supporting underserved communities. Over time, fewer Everett households will be classified as cost-burdened, and more residents will be able to afford stable, quality housing without compromising other essential needs.

3. **Housing Equity and Anti-Displacement**

The proposal places a strong emphasis on equity by ensuring that new housing developments promote inclusivity and accessibility for historically marginalized groups, including communities of color, immigrant populations, and people with disabilities. Through initiatives like the Culturally Relevant Outreach and Engagement Plan and the AFFH Plan Implementation, Everett will advance fair housing goals and combat displacement in underserved neighborhoods. This approach directly supports HUD's priority to affirmatively further fair housing by preventing displacement and promoting equitable access to housing. Vulnerable residents, especially in neighborhoods like Casino Road, will benefit from long-term housing stability. Anti-displacement measures, such as the CLT model and right of first refusal policies, will ensure that existing residents are not displaced by rising housing costs or redevelopment pressures.

4. **Modernization of Housing Stock**

With 81% of Everett's housing units built before 2000, the city faces the challenge of an aging housing stock. The proposal includes a significant focus on housing preservation and rehabilitation to ensure that these older units remain safe, energy-efficient, and affordable for current and future residents. This aligns with HUD's goal to promote

sustainable and resilient communities by addressing energy efficiency and modernizing housing. Over time, a substantial portion of Everett's aging housing stock will be modernized, with upgrades improving energy efficiency, safety, and livability. This will not only preserve affordable housing units but also lower utility costs for residents and reduce environmental impacts.

5. **Innovative and Sustainable Housing Development**

The proposal's emphasis on modular housing, mass timber construction, and other advanced building technologies through the Coalition for Advanced Housing Production (CAHP) Plan will drive long-term innovation in housing construction. By promoting energy-efficient, cost-effective building methods, the city will encourage the development of housing that is both sustainable and resilient to climate change, which supports HUD's goals for sustainability and climate resilience. Everett will become a regional leader in innovative housing solutions, with modular and sustainable housing developments becoming a standard for affordable housing construction. This will lower construction costs, reduce building timelines, and increase housing production capacity over the long term.

6. **Streamlined Housing Development Processes**

The Housing Efficient Permitting Plan will permanently reform the city's housing approval process by streamlining permitting timelines and removing bureaucratic barriers to housing development. This will accelerate the approval and construction of affordable housing projects, making it easier and faster for developers to bring new units to market, directly supporting HUD's objective of removing regulatory and procedural barriers. Over time, the city will see a significant reduction in the average time required to approve and build affordable housing projects, helping to meet housing demand more efficiently. This will attract more developers to invest in affordable housing in Everett.

7. **Long-Term Economic Growth**

The proposal's focus on job creation through the development of the Modular Housing Industrial Hub (MHMIH) will have lasting economic benefits for Everett. This initiative will create jobs in construction, manufacturing, and related industries, while supporting the local economy through increased housing production. In the long term, Everett will experience sustained economic growth as the modular housing hub becomes a regional center for housing innovation, attracting new businesses and generating employment opportunities in the construction and housing sectors. This aligns with HUD's goal of linking housing production to broader economic development.

8. **Enhanced Resilience to Environmental and Economic Shifts**

The integration of energy-efficient and sustainable building practices into Everett's housing development strategy will not only reduce the city's carbon footprint but also ensure that housing developments are more resilient to environmental changes and economic downturns. By investing in long-term, sustainable solutions, the city can future-proof its housing stock against rising utility costs and climate-related challenges, further aligning with HUD's emphasis on sustainability. Over the long term, residents will benefit from lower utility bills and reduced exposure to environmental risks, while the city becomes more resilient to future economic fluctuations and climate change.

Housing for All: Everett's Strategy to Overcome Barriers and Expand Opportunities

PRO Housing Grant
City Council - Briefing
October 2, 2024



Pathways to Removing Obstacles to Housing (PRO Housing) Grant Overview

- US Department of Housing and Urban Development (HUD) CDBG funding for removing or overcoming barriers for 0-100% Area Median Income (AMI) housing.
 - Barrier examples: high cost of land, construction costs, lack of available units, inadequate infrastructure, gaps in financing, restrictive zoning, risks of displacement, expiring affordability, etc.
- Grant usage: develop, evaluate, and implement **housing plans**, improve **housing strategies**, and facilitate **affordable housing production and preservation**.
- Grant duration: 6 years (2025-2030)
- City application: \$7m

Expenditure Groups	Allocation
Housing Planning and Strategic Housing Initiatives	\$1.5m
Housing Production and Preservation	\$5m
Indirect Funds	\$500k



PRO Housing Impacts























WHAT FUNDING <u>WILL DO</u>	WHAT FUNDING <u>WILL NOT DO</u>
1. Complies with and supports the Comprehensive Plan and Affirmatively Further Fair Housing Report.	1. Doesn't divert existing resources.
2. Flexible use of Community Development Block Grant funds for new housing.	2. Doesn't create additional cost burdens.
3. Seed funding for a new sustainable and long-term revolving loan fund for the production and preservation of affordable housing.	3. Doesn't increase workload for existing city functions.
4. Uses existing processes to comply with federal funding requirements.	
5. Enables leveraging of existing and new funding sources.	
6. Expand the Community Home Improvement Program (CHIP).	
7. Indirect fund usage to cover additional staffing costs.	



PRO Housing Timeline

Dates	Description	Status
Late Aug.	City learns of grant	✓ Completed
Sep.1 – 18	Prepare application & internal review	✓ Completed
Sep. 25 – Oct. 9	Public Comment Period  everettwa.gov/2547/Community-Development-Project-Notices	In progress
Oct. 2	City Council – Briefing	In progress
Oct. 9	City Council – Public hearing and action (approval to apply and receive award)	
Oct. 15	Submission deadline	
Anticipated Jan. 25	Award Announcement	
Feb. 2025	HUD’s estimated project start date	

PRO Housing Letters of Support (to date)

	Public Agencies/Representatives			Community / Nonprofit
	Senator Patty Murray			Community Foundation of Snohomish County
	Senator Maria Cantwell			Housing Hope
	Representative Julio Cortes			Connect Casino Road
	Representative June Robinson			Economic Alliance of Snohomish County
	Representative Mary Fosse			Catholic Community Services of Western WA
	Snohomish County Human Services			Homes and Hope CLT
	Everett Housing Authority			Local Initiatives Support Corporation (LISC)
	Port of Everett			Futurewise
	Business			Housing Consortium of Everett and Snohomish County (HCEC)
	Autovol			Volunteers of American Western WA
	Composite Recycling Technology Center (CRTC)			Master Builders Association of King and Snohomish County (MBAKS)
	DevCo Residential			Beneficial State Bank
	Craft Contracting and Consulting			Habitat for Humanity Snohomish County

QUESTIONS?



Project title: 2025 Proposed Budget Revenue Briefing

Council Bill #

Agenda dates requested:

Briefing 10/02/24

Proposed action

Consent

Action

Ordinance

Public hearing

Yes ☒ No

Budget amendment:

Yes ☒ No

PowerPoint presentation:

☒ Yes ☐ No

Attachments:

None

Department(s) involved:

Finance

Contact person:

Heide Brillantes

Phone number:

425-257-8612

Email:

hbrillantes@everettwa.gov

Initialed by:

HB

Department head

Administration

Council President

Consideration:

Project: N/A

Partner/Supplier: N/A

Location: N/A

Preceding action: N/A

Fund: All operating funds

Fiscal summary statement:

Project summary statement:

Briefing on the citywide revenues forecast.

Recommendation (exact action requested of Council): No action required

2025 Revenue Forecast Update

October 2, 2024

Agenda

- **2025 Revenue Forecast Update**
 - Citywide Revenues
 - General Government Revenues

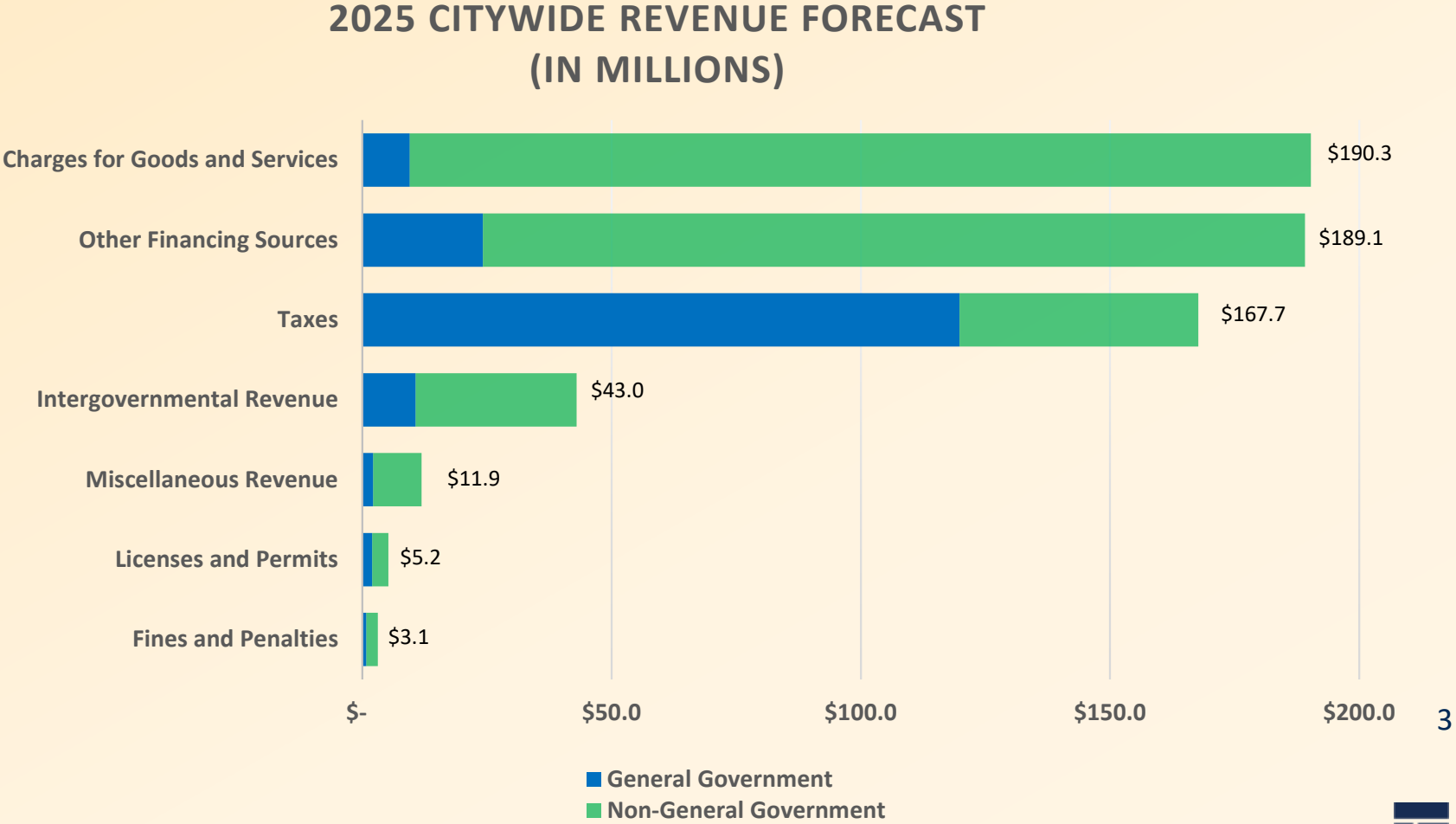


2025 Citywide Revenue Forecast

Citywide Revenue Forecast:
\$610 million

**General Government
Revenue Forecast:**
\$169 million

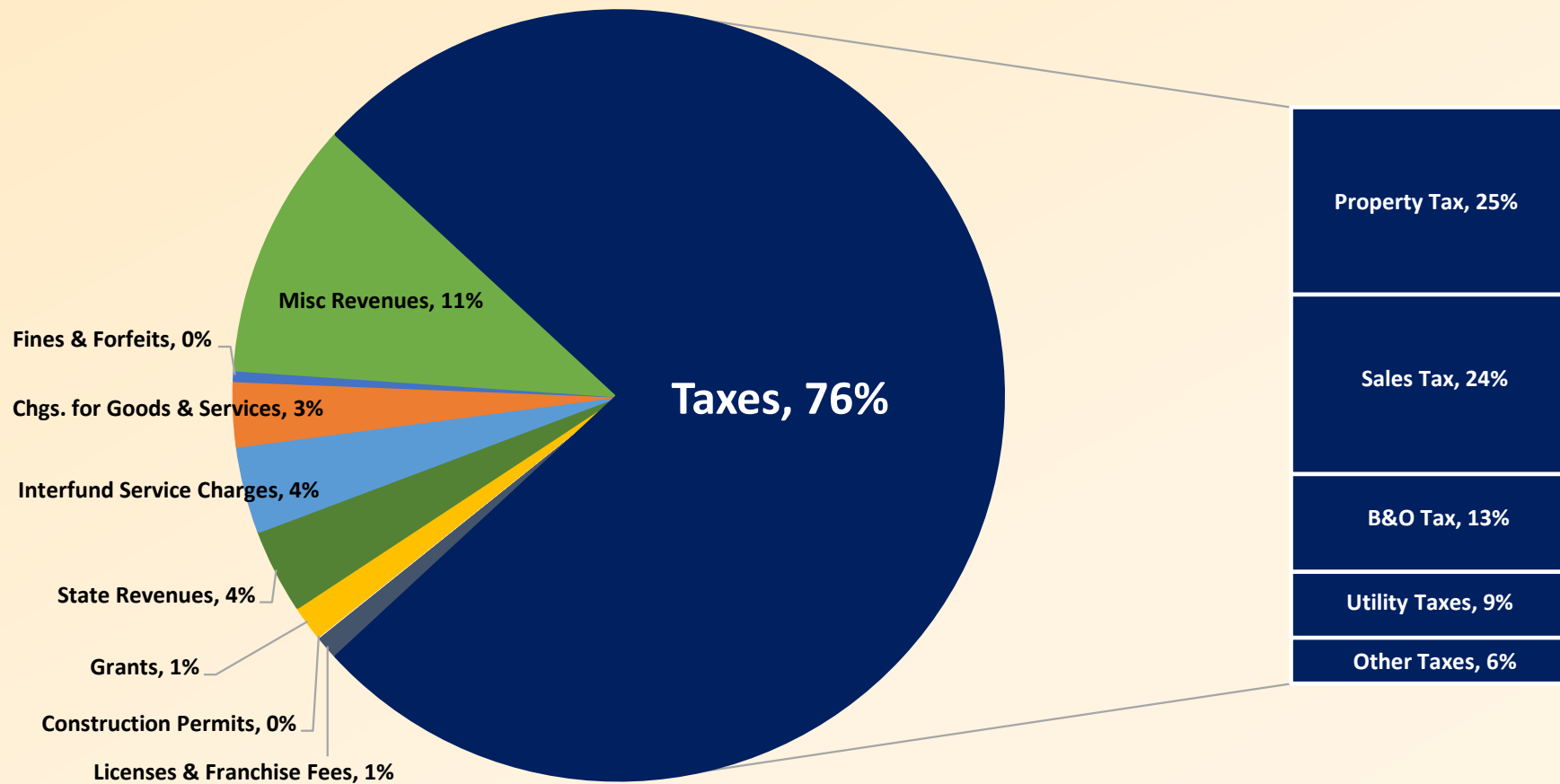
**Non-General Government
Revenue Forecast:**
\$441 million



2025 General Government Revenue Forecast



2025 General Government Revenue Forecast: \$169 million



2025 General Government Revenue Forecast



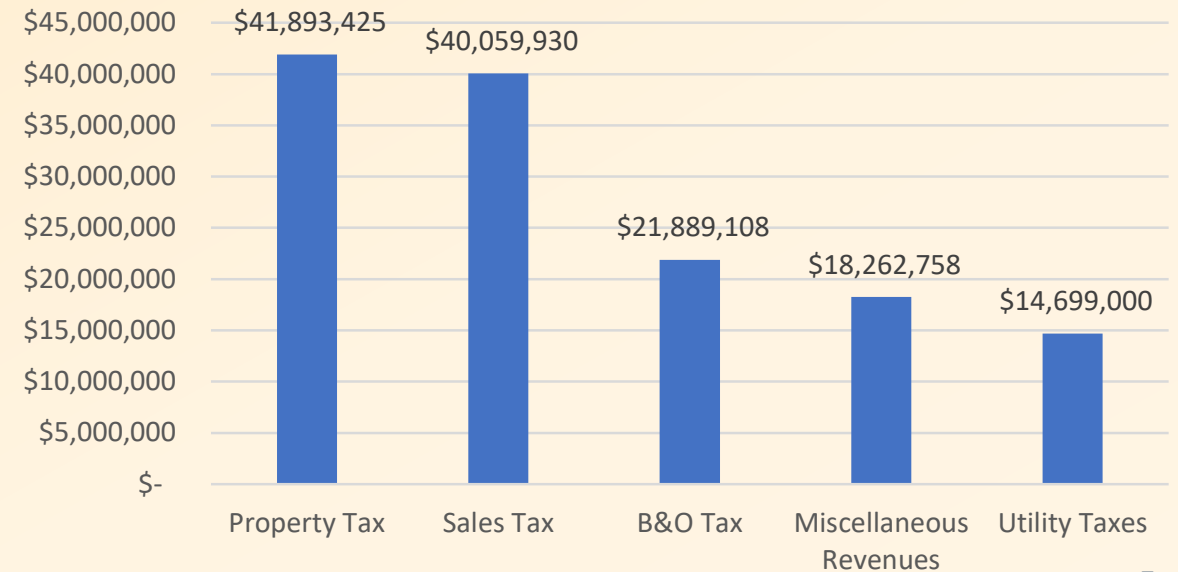
2025 General Government Revenues: \$169 million

- 2024 Original Budget: \$161.9 million
- 2024 Revised Forecast: \$165.1 million

Significant 2025 General Government Revenue Categories:

- Property tax
- Sales tax
- Business & Occupation (B&O) tax
- Miscellaneous revenues
- Utility taxes

Significant Revenues - 2025 Proposed Budget



Property Tax



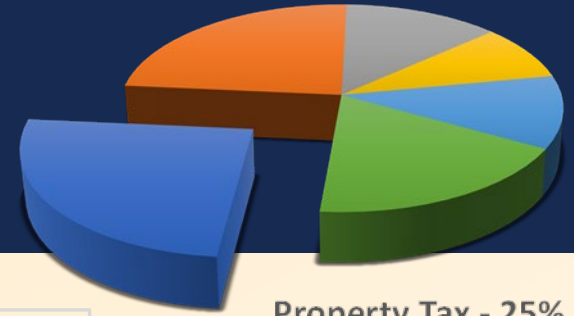
2023 Original Budget	2023 Actuals	2024 Original Budget	2024 Revised Forecast	2025 Proposed Budget	Percent of Total General Government Revenues
\$ 39,989,435	\$ 40,526,553	\$ 40,662,193	\$ 40,973,377	\$ 41,893,425	25%

2025 Proposed Budget considerations:

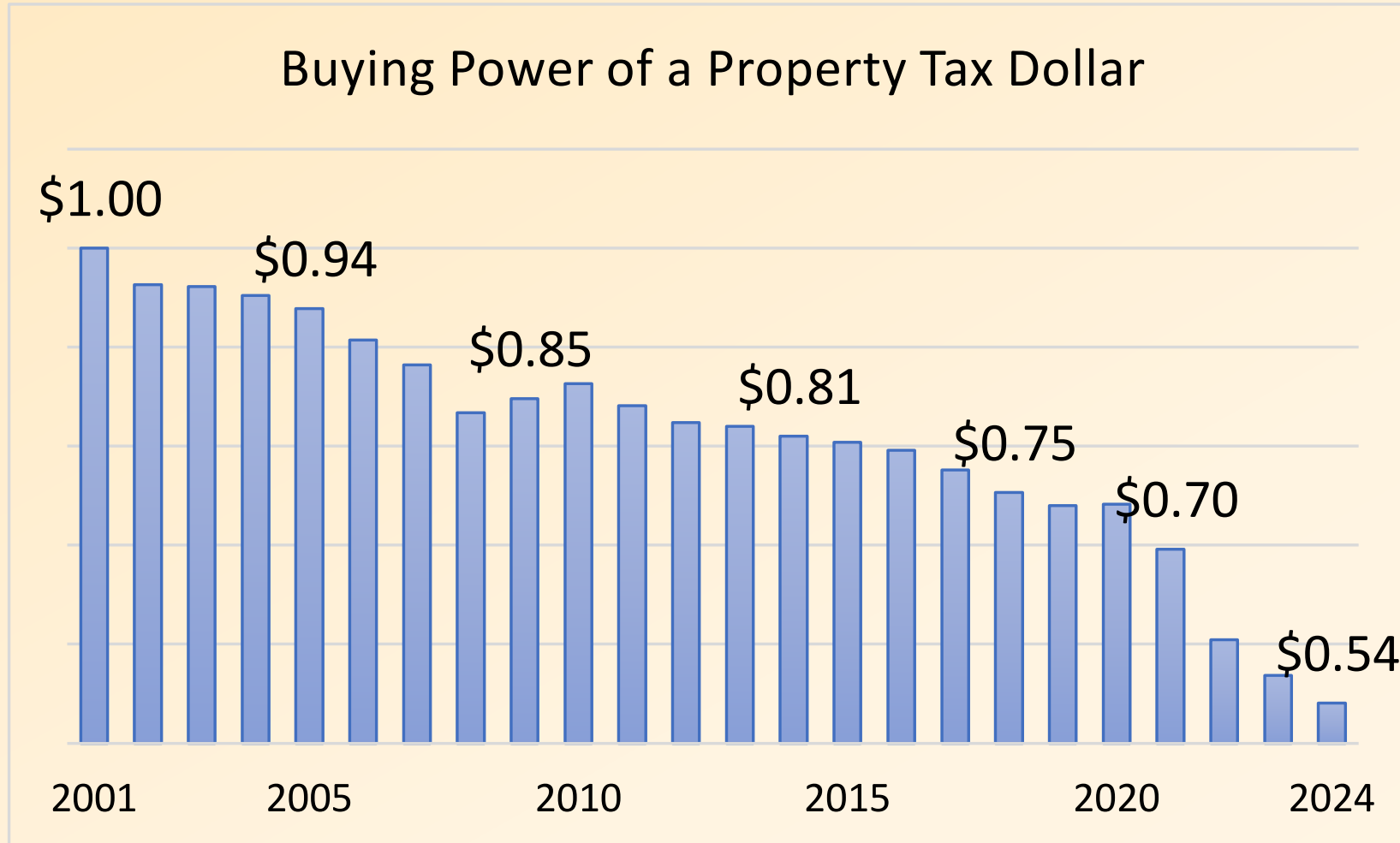
- 1% annual growth to base property tax
- Additional \$527,580 from new construction



Property Tax



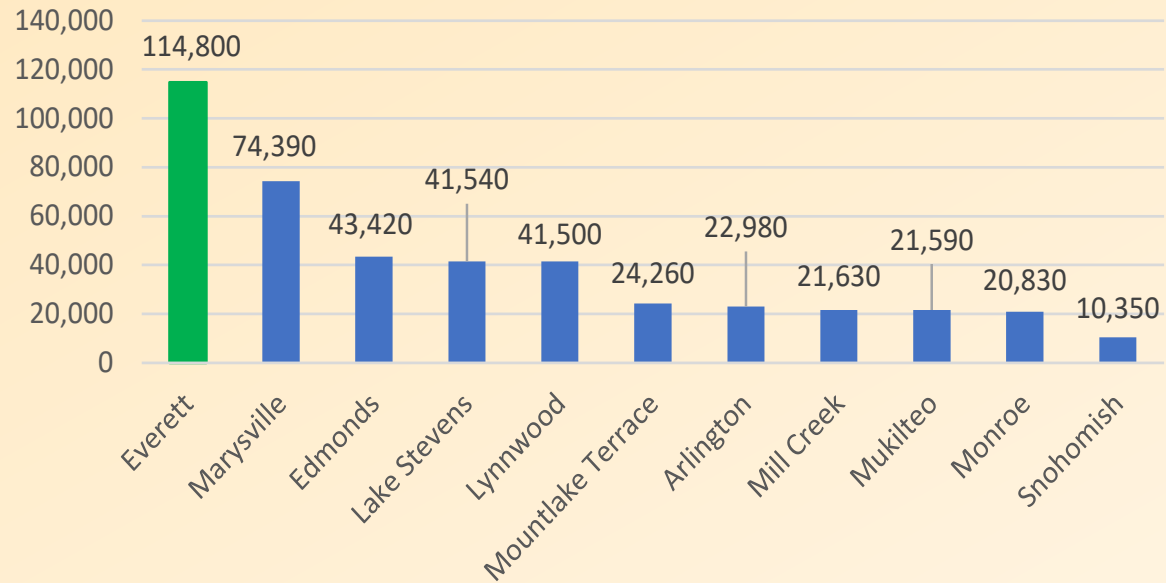
Buying Power of a Property Tax Dollar



Property Tax Comparison



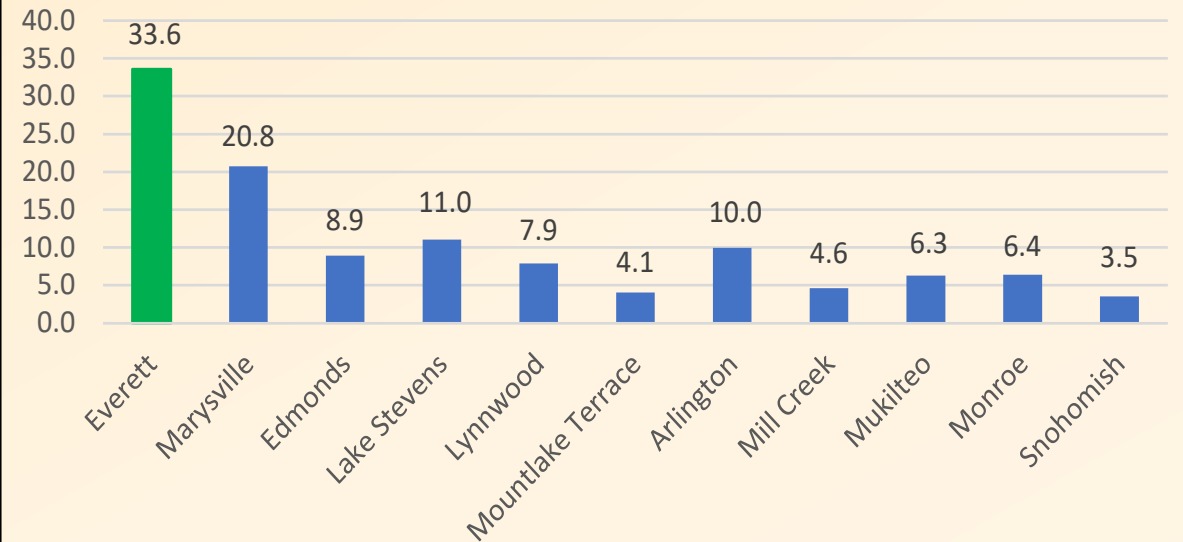
Population Served



Source: Washington State Office of Financial Management April 1, 2024 Official Population Estimates

Geographic Area Served

(square miles)



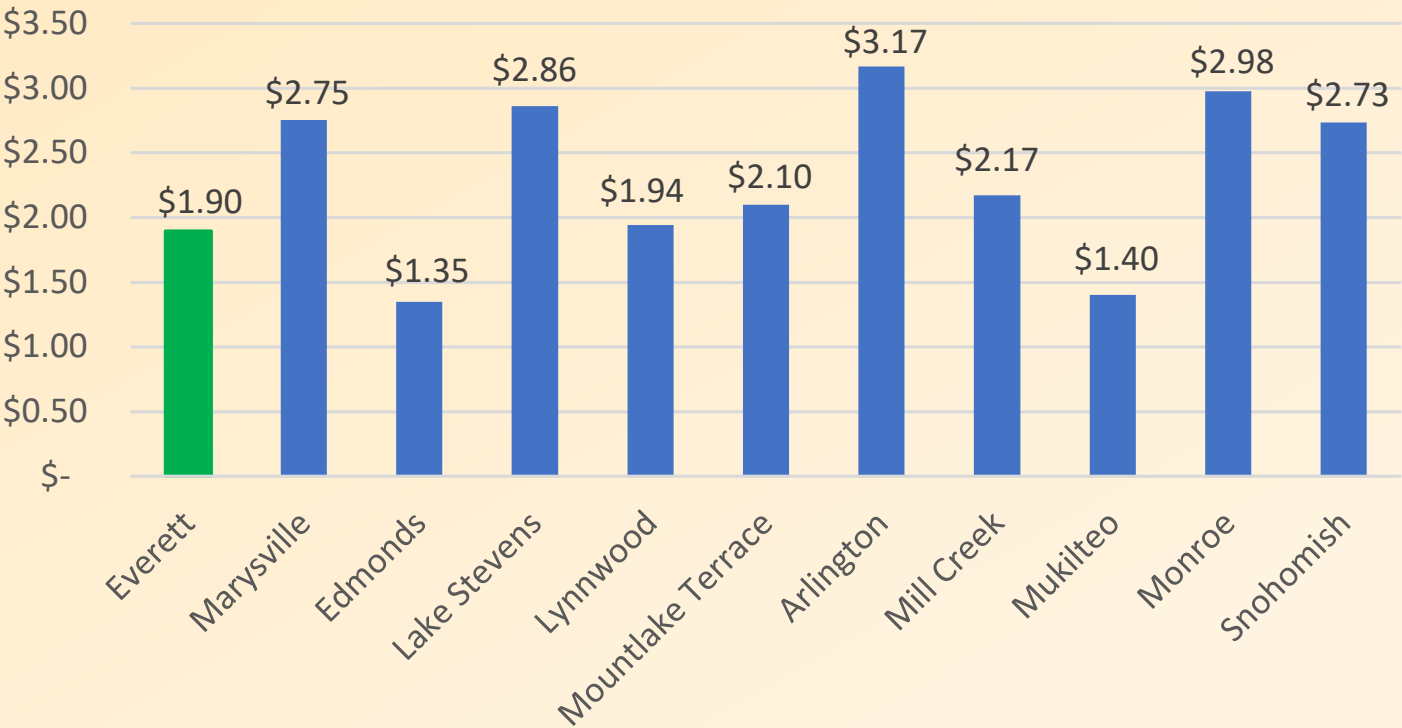
Source: Washington State Office of Financial Management April 1, 2024 Population Density and Land Area Estimates by City and Town



Property Tax Comparison



2024 Levy Rate for Core City Services



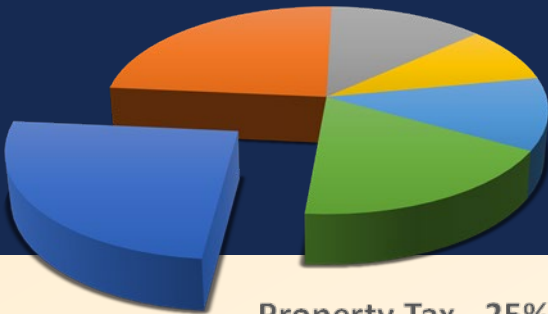
Core Services Include:

- Regular City Levy
- EMS Levy
- Fire Services Levy
- Library Services Levy

Source: Snohomish County Assessor 2024 Annual Report

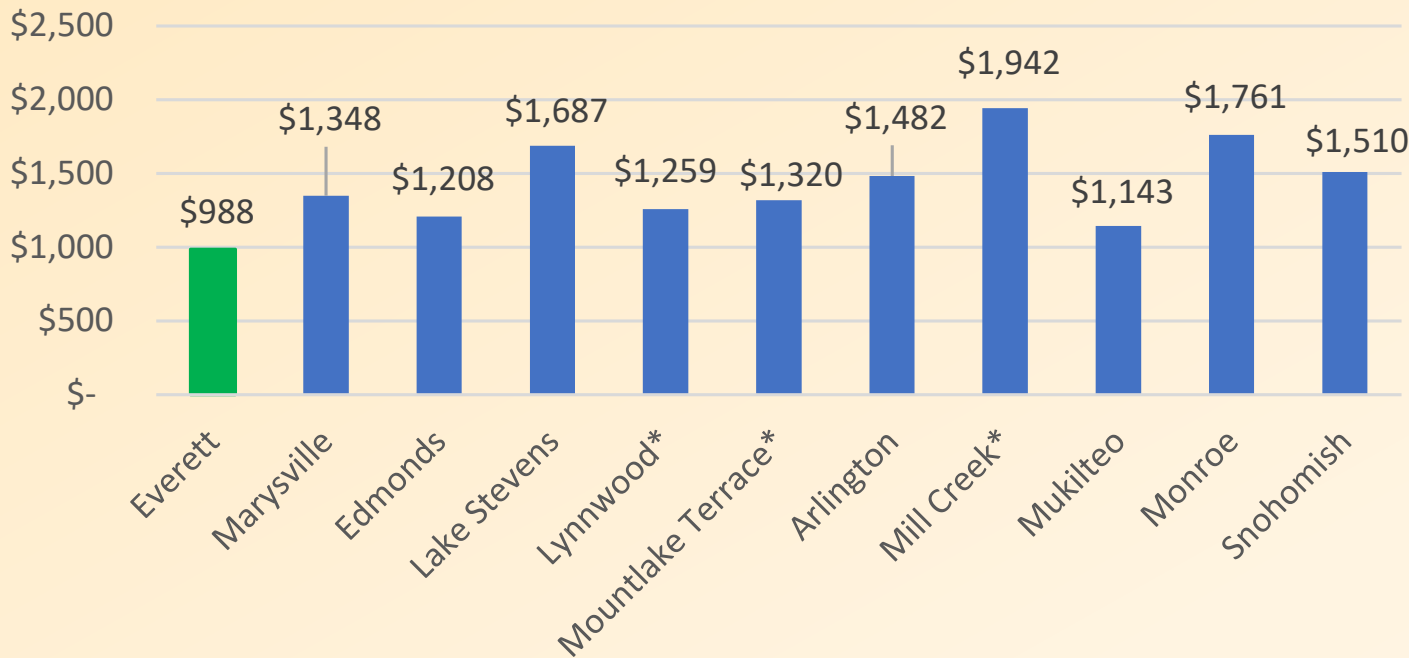


Property Tax Comparison



Property Tax - 25%

2024 Property Tax Paid for Core City Services
per Average Value Single Family Residence

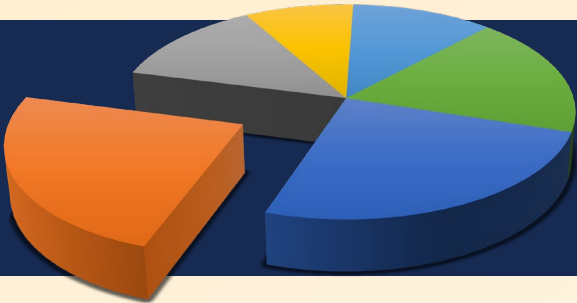


*Includes a \$66.50 flat, annual fire benefit charge

City	Average Home Value
Everett	\$ 520,600
Marysville	\$ 489,200
Edmonds	\$ 895,700
Lake Stevens	\$ 589,500
Lynnwood	\$ 613,800
Mountlake Terrace	\$ 596,600
Arlington	\$ 467,800
Mill Creek	\$ 863,700
Mukilteo	\$ 814,000
Monroe	\$ 591,500
Snohomish	\$ 552,200



Sales Tax



Sales Tax - 24%

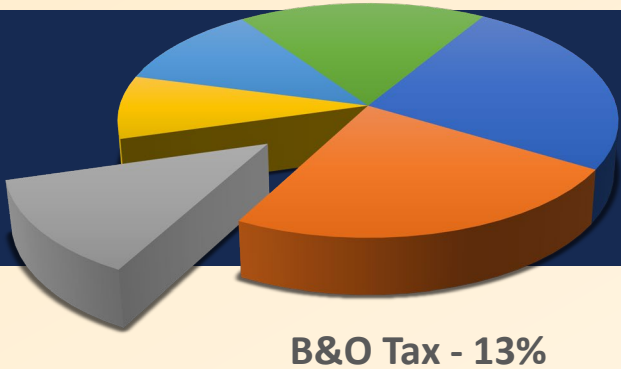
2023 Original Budget	2023 Actuals	2024 Original Budget	2024 Revised Forecast	2025 Proposed Budget	Percent of Total General Government Revenues
\$ 36,085,400	\$ 39,141,214	\$ 39,107,550	\$ 39,141,701	\$ 40,059,930	24%

2025 Proposed Budget considerations:

- Retail – motor vehicles and sporting goods subsectors
- Construction and manufacturing activity
- Food services
- World airline market conditions and the cyclical nature of this industry



Business & Occupation (B&O) Tax



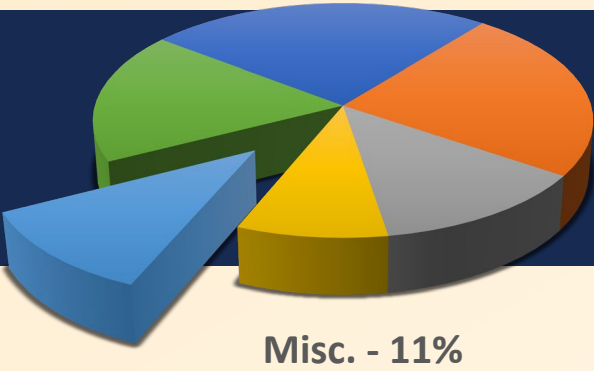
2023 Original Budget	2023 Actuals	2024 Original Budget	2024 Revised Forecast	2025 Proposed Budget	Percent of Total General Government Revenues
\$ 18,724,050	\$ 21,571,056	\$ 20,891,314	\$ 21,018,238	\$ 21,889,108	13%

2025 Proposed Budget considerations:

- World airline market conditions and the cyclical nature of this industry
- Construction and manufacturing activity



Miscellaneous Revenues



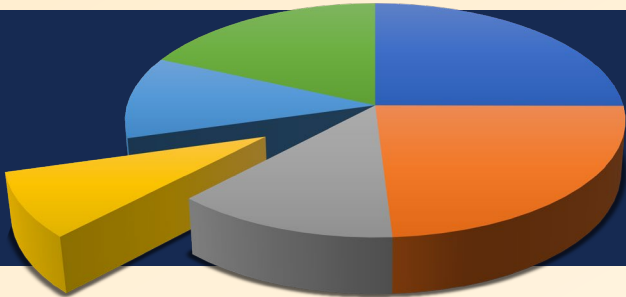
2023 Original Budget	2023 Actuals	2024 Original Budget	2024 Revised Forecast	2025 Proposed Budget	Percent of Total General Government Revenues
\$ 9,525,360	\$ 33,302,675	\$ 16,843,636	\$ 18,495,557	\$ 18,262,758	11%

2025 Proposed Budget considerations:

- Labor support
- Construction development support
- Street overlay
- Conference Center debt service



Utility Taxes



Utility Taxes - 9%

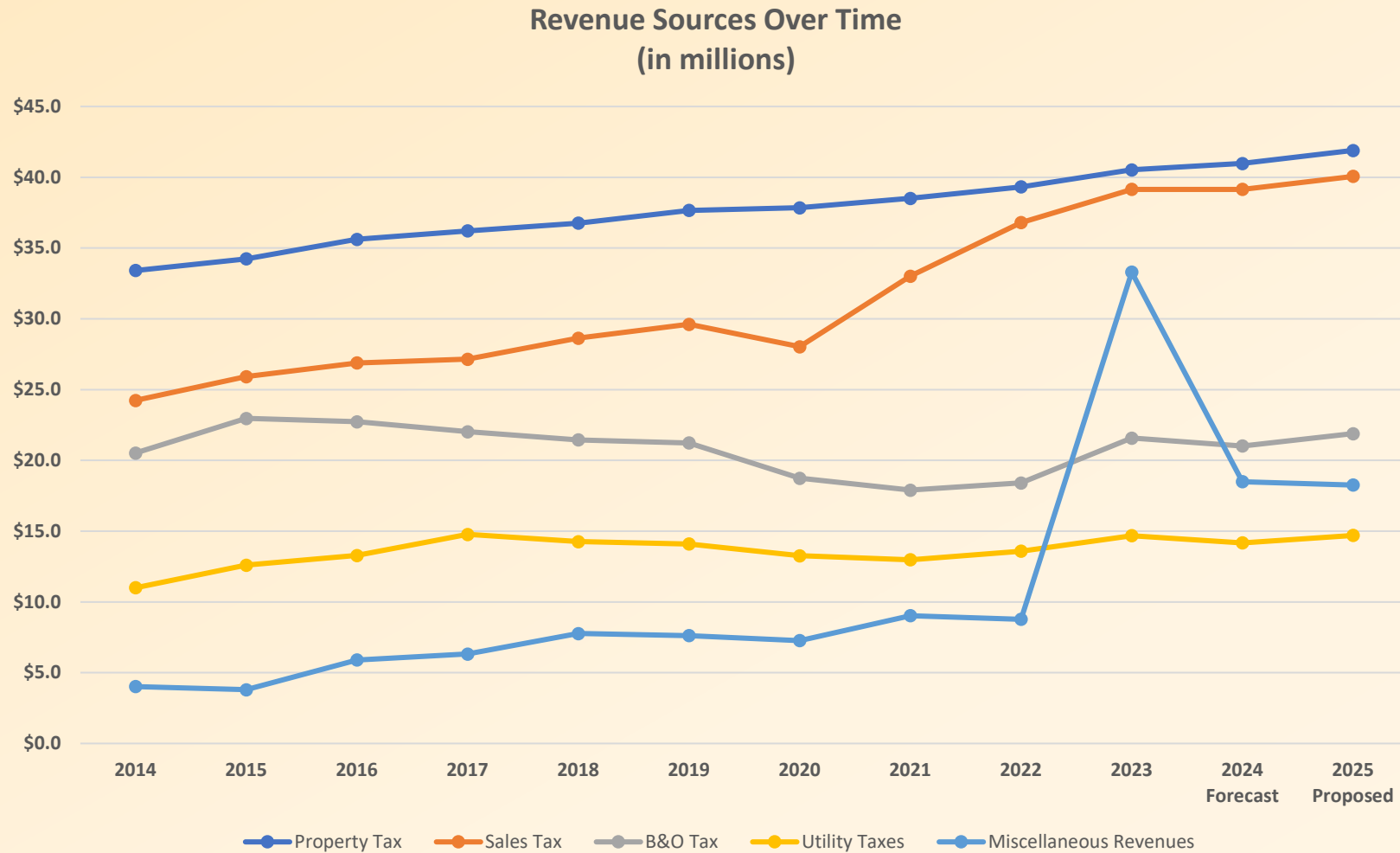
2023 Original Budget	2023 Actuals	2024 Original Budget	2024 Revised Forecast	2025 Proposed Budget	Percent of Total General Government Revenues
\$ 13,388,900	\$ 14,677,497	\$ 14,289,800	\$ 14,172,000	\$ 14,699,000	9%

2025 Proposed Budget considerations:

- Utility rate increases
- Consumer Price Index (CPI)
- Population growth
- Consumer choices



Key Revenue Sources Over Time (2014-2025)



Revenue Forecast Update



Upside Possibilities	Downside Risks
Inflation retreats--boosts consumer and business confidence	Inflation remains high and drives down consumer and business confidence
Fed actions slow inflation without causing a recession	Fed deploys more aggressive policy actions that result in a recession
Supply chain issues improve faster than anticipated	Supply chain issues do not improve or worsen
Global economies grow faster than expected	Global growth weakens, reducing exports
Boeing labor dispute is transitory and will not materially affect the forecast in the long-term	Extended Boeing labor dispute pose risks to the forecast



Discussion

From: [Angela Di Filippo](#)
To: [Angela Ely](#)
Subject: [EXTERNAL] Public Comment for City Council Meeting (10/2)
Date: Wednesday, October 2, 2024 8:59:23 AM
Attachments: [City Council Public Comment 10_2.docx](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hello Angela!

Attached is a public comment for the City Council Meeting record. It is a general public comment and is not related to any agenda topic in particular.

Thank you for your help and have a good one!
Angela Di Filippo

I'm writing on behalf of Hope N' Wellness at 3021 Rucker Ave. As you may or may not know, this organization has been actively working with the most vulnerable of Everett community members (including those experiencing homelessness, those battling substance use disorders as well as maintaining recovery, those who are working through the justice system, and those who are trying to find employment) for years. Jasmine and her team help these individuals access support and maintain success so they can re-engage with our community and not have their past mistakes decide their future.

Maintaining this location is critical for the work they accomplish and, without such support, individuals will continue to cycle in and out of the recovery and justice systems, which will continue to cost our city valuable funding.

Maintaining this location costs the city, as well as the surrounding community, **nothing**. Additionally, the city just altered the definition of "clinic" to benefit birth centers, psychiatrists, dentists, chiropractors, and other such community health organizations. This was a great decision for our city and demonstrates how strong and safe communities are built by adapting to address the needs, especially when the municipal codes in place don't reflect those needs.

Hope N' Wellness deserves to be on this list and, in addition to this, I also request that the city remove the 30-day notice to cease operations and work with Hope N' Wellness to address any concerns.

At the end of the day, acting like issues in our city don't exist doesn't fix the root of the issue, and pushing organizations who work to fix those issues out, away from the transit stations and other businesses and organizations and county and city offices that also do that work, adds a financial burden to individuals and the city budget, as well as a barrier that makes it less likely that people will be able to access and maintain supports for their health.

Thank you for your time,

Angela Di Filippo
11401 3rd Ave SE
Everett, WA 98208

From: [Mike DiVerde](#)
To: [Elizabeth Vogeli](#)
Cc: [Angela Ely](#)
Subject: [EXTERNAL] Hope N Wellness on Rucker Ave
Date: Wednesday, October 2, 2024 5:34:53 PM
Attachments: [image002.png](#)
[image002.png](#)

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Thanks!

Mike DiVerde
Granite Falls

On Wed, Oct 2, 2024, 12:20 PM Elizabeth Vogeli <EVogeli@everettwa.gov> wrote:

Category 2: Sensitive information

Mike,

Thank you for reaching out about this important topic.

If you would like your email to be part of the permanent record for tonight's City Council Meeting could you please reply with your name and city of residence?

I've cc'd our Executive Assistant to the Council for easier communication.

Again, thank you so much for your email.

Respectfully,

CM Liz Vogeli



Liz Vogeli, Councilmember

District 4 | City of Everett

425.257. 8703 | [2930 Wetmore Ave., Suite 9-A](#) Everett, WA

98201

everettwa.gov | [Facebook](#) | [Twitter](#)

Note: Emails and attachments sent to and from the City of Everett are public records and may be subject to disclosure pursuant to the Public Records Act.

From: Mike DiVerde <michael.b.diverde@gmail.com>
Sent: Friday, September 27, 2024 6:51 PM
Subject: [EXTERNAL] Hope N Wellness on Rucker Ave

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am worried about the working poor struggling in Everett. I really only know of one good location for people who are homeless or unemployed: Hope N Wellness. The service that they provide doesn't even cost the city of Everett a penny.

I'm asking you to remove the 30-day notice to cease operations.

Please help the struggling citizens of our city.

Sincerely,

Mike DiVerde



EVERETT CITY COUNCIL Public Comment Form

Thank you for being here today. Please fill out this form to speak at the council meeting.

State your name and city of residence when you begin speaking. Each person is asked to limit comments to three minutes. This allows everyone a fair opportunity to speak. Return this form to the council administrator before the meeting begins.

All comments must be relevant and delivered to the Council as a whole in a respectful manner. The following comments are not allowed:

- Comments on any kind of campaigning, whether for or against ballot measures or candidates running for office
- Comments advertising any product
- Comments focused on personal matters that are unrelated to City business

You can also submit a comment and attend meetings online at [everettwa.gov/city council](https://everettwa.gov/city-council). Click on "Council meeting public comment sign up form." This must be done at least 30 minutes prior to the meeting. Additional instructions are available on the web page.

City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: 10/2/24

NAME (required): Leo Lorge

CITY (required): _____ ZIP (required): _____

EMAIL (optional): _____ PHONE (optional): _____

DISTRICT (circle one): 1 2 3 4 5 Not sure Don't live in city

When would you like to deliver your comments: Is your topic on today's agenda?

☐ During the comment period that will follow the agenda item

AGENDA ITEM #: _____

☒ During the general public comment. Please state the topic you would like to speak on: _____



EVERETT CITY COUNCIL Public Comment Form

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City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: 10/2/24

NAME (required): Alan Miller

CITY (required): Everett ZIP (required): 98011

EMAIL (optional): _____ PHONE (optional): 425 422 2382

DISTRICT (circle one): 1 2 3 4 5 Not sure Don't live in city

When would you like to deliver your comments: Is your topic on today's agenda?

☐ During the comment period that will follow the agenda item
AGENDA ITEM #: _____

☒ During the general public comment. Please state the topic you would like to speak on: Traffic

Traveling up Rucker from Everett Ave after being dumped off from a backup prior to Everett Ave due to two lanes merging to one. Drivers are anxious to make time. They race up Rucker to a Stop sign at 23rd. They spot the 30 mph sign across the intersection and off they go. Lets see if it's 30 mph I can do 35 to 40 mph to 19th. It is time to break this mentality and slow the traffic down. Three changes need to happen reduce the signage on 23rd, to 25mph, install a four way stop on 21st and also include another 25 mph sign.

Its our neighborhood we are proud of it, drivers passing through have little regard for those living in the area.